



Hosted by  
the Village of  
Greenwood Lake, NY,  
& Festival Works

Please join us  
if you have a business  
that fits our theme!

## 2022 Vendor Opportunity

**FORMS DUE 5/2/2022**

The Greenwood Lake Irish Fest is inviting vendors to take part in our family friendly event. We are seeking applicants who fit with our Irish Cultural theme, however, vendors of any variety are encouraged to apply. Vendors are welcomed to sell crafts, merchandise, and food items. We appreciate your partnership and are looking forward to a fun and successful event with you!

**Dates:** May 28th & 29th 2022

**Time:** Saturday: 11:30AM – 9PM Sunday 11:30AM – 9PM

**Location:** ELKS DRIVE – 35 Chestnut Street, Greenwood Lake, NY 10925

**Vendor Info:** Vendor is responsible for booth set up (tables, chairs, etc.)  
If you need more space, or want to rent tables, chairs, powers or lighting,  
additional fees apply (see form).

### **Outside Merchant/Craft Vendor Cost: (10x10 Space)**

\$250.00 Entire Event | \$150.00 Single Day  
\$125.00 for additional space per day | \$50 per day for power

### **Outside Food Vendor Cost:**

\$450.00 Entire Event | \$250.00 Single Day | \$75 per day for power

Vendors are required to provide own setup and enclosure along with power (small quiet generators only) Vendors are confirmed on a first come, first served basis. Vendor participation is at the discretion of the event committee. Your space is not confirmed until all festival requirements are met:

- Completed 2022 Vendor Application (pg 2 of this document)
- Payment of booth fee • Certificate of Liability Insurance for food vendors
- Orange County Board of Health Certificate and Temp Permit for food vendors ONLY!

\*\*\*Absolutely NO refunds (read details on pg 2 - Event takes place rain or shine unless it is a damaging storm\*\*\*

**Questions: Contact: [festivalworksny@gmail.com](mailto:festivalworksny@gmail.com) • 845-576-2310**



# Vendor Application Form

**Due 5/2/2022**

Check One	Vendor Type	Entire Event	Single Day	Additional Space	Additional Power	Total
	Merchant Craft	\$250.00	\$150.00	\$125.00 per day	\$50.00 per day	
	Food Truck/Vendor	\$450.00	\$250.00	N/A	\$75.00 per day	
	Rent Table & Chairs	\$200.00	\$100.00	\$100.00 per day	N/A	
	Rent 10x10 Tent	\$300.00	\$150.00	\$150.00 per day	N/A	
	Additional Vehicle	\$75.00	\$50.00	N/A	N/A	
	Additional Staff	\$25.00 per person	\$15.00 per person	N/A	N/A	
<b>GRAND TOTAL</b>						

**Check:** Payable to Festival Works, LLC (Memo: GWL Irish Fest 2022)  
 – Due by 5/2/2022 – THIS DOES NOT GUARANTEE A SPACE.

**Business Name:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Business Description:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Social Media Link:** \_\_\_\_\_

**Credit Card:** There is a 3.5% Transaction Fee

**Credit Card:** Name on Card: \_\_\_\_\_

Card #: \_\_\_\_\_

CCV #: \_\_\_\_\_ Exp: \_\_\_\_\_ Signature: \_\_\_\_\_

**E-Check:** There is a \$10.00 Transaction Fee

Name on Checking Account: \_\_\_\_\_

Account Holder Address: \_\_\_\_\_

Account Holder Phone Number: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Please email application back to FestivalWorksNY@gmail.com • Please submit your completed form with your payment to: Festival Works, LLC // Attn: GWL Irish Fest 2022 // PO Box 60 • Sterling Forest, NY 10979

**Additional Rules, Refunds & Fine Print:** there are no refunds for any reason other than the following: refunds will only be issued for Covid-19 related issues with proof of positive test results within the period prior to the event taking place. There is a \$75 application fee that will be deducted if a refund will be issued. If you cannot make it because of a schedule conflict or because you feel you will not do well at the event, this does NOT change the fact that you rented a space for this event when someone else could have had the opportunity to do so. This event is rain, snow, or shine unless otherwise posted. Any refund issued will be returned by check no more than 30 days AFTER the event is finished. Vendor Load In: Vendors can load in as early as Thursday, May 26th, 2022 starting at noon. Final Load in time is Saturday, May 28th, 2022 by 11AM – Your booth or truck will remain setup for the entire event. Festival grounds are patrolled by both police and private security 24/7. Other than staff, no one is allowed on the grounds when the festival closes each day. Vendor Rentals: Additional Power provided inside or outside to any vendor is only provided with a 20 AMP capacity setup. For food vendors, you will be provided up to 30AMPs, a twist lock connection for your truck or booth, any additional power required will be charged accordingly for the design and install of the additional power needed. Rented Tables & Chairs: We provide one 8-foot table & two chairs. Vendor Vehicles & Staff: limit one vehicle per vendor. We ask that you carpool. If you have a trailer or additional vehicle, you will be charged for the additional space. That fee is \$75.00 per additional vehicle or space required for a trailer for the entire event or \$50.00 for a single day. You are allowed 3 staff per booth space. There is an additional charge per person for your space. That fee is \$25.00 per person for entire event, or \$15.00 per person for single day.