

# Harvest Fest 2018 – Vendor Application

Sunday, October 14, 2018 11am to 5pm



Name:		Business Name:	
Address:			
Telephone:		Cellphone:	
Email:			
Website:			
1. What type of vendor are you? (Circle One) FOOD    RETAIL    OTHER: _____		4. What merchandise/food will you be selling? _____	
2. How many space(s) will you be requesting? _____		5. What is your price range? _____	
3. Would you be using any type of propane/gas tank for prepared food? _____		6. Will you have a vehicle on the premise during the event? Example: <b>Food Truck.</b> _____	

### Information for Vendors:

- Each requested space is 10' X 10'. A vendor # will be assigned to the vendor on acceptance.
- QBG has the right to decline vendors who do not meet QBG's requirements/mission.
- No tents or electricity/power generators will be provided on site.
- Vendors are responsible for bringing their own generators, tables, chairs and any other equipment.
- No refunds will be given after acceptance of vendor application. The event is Rain or Shine.
- QBG will assign a location for vendors and or relocate vendors during the event.
- Food Trucks will be accommodated by truck size.
- QBG prefers that food vendors use biodegradable/compostable / recyclable take-out containers. (any alternative to Styrofoam)

**Fees:** **Food/ Commercial:** Please provide a copy of your Certificate of Insurance with your application.

**\$100 per 10'x10' space**

\$25 per 1x Table and 2x chairs = (Optional /Supplies Limited)

**Retail:**

**\$75 per 10'x10' space**

\$25 per 1x Table and 2x chairs = (Optional/Supplies Limited)

**Non-Profit Partners:**

FREE - Tables provided on a first come first served basis

**Early Bird Special: Book by September 14th and get \$25 off!**

**Go Green and Save!** Food vendors who are committed to using biodegradable, compostable, or reusable takeout containers are eligible for a \$25 credit towards Arbor Fest 2019. Please speak with a QBG Staff member upon arrival.

**Check this box:**

**Please Fill:** \$ \_\_\_\_\_ **SPACE FEE** + \$ \_\_\_\_\_ **TABLE & CHAIR** = \$ \_\_\_\_\_ **Total (due in full)**

**Payment:** Credit Card, Money Order or Business Check Only

Please make checks payable to Queens Botanical Garden. Attn: Harvest Fest 2018 – Regina Minerva

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

Expiration Date: \_\_\_\_\_ CVV#: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City/ State/ Zip: \_\_\_\_\_

Please make all checks payable to: Queens Botanical Garden Society, Inc.

43-50 Main Street, Flushing, NY 11355

Attn: Regina Minerva – Harvest Fest 2018

Fax 718-463-0263 email: RMINERVA@queensbotanical.org