



Lindenhurst Chamber of Commerce

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February 1, 2017

Springfest Sunday, May 7, 2017

Greetings to all Vendors, Merchants and Community Groups!

Attached is your Lindenhurst Springfest Application for 2017 which will be held on **Sunday May 7th** from 12 noon to 5 pm. The event takes place in the heart of Lindenhurst Village on Wellwood Avenue. Vendor participation will be for **SUNDAY ONLY**.

Your space will be assigned on a **FIRST COME, FIRST SERVED BASIS**, so please send in your payment and application as soon as possible for the best locations.

See the vendor info sheet on the back of this letter for information and instructions. You may call Meg Cohen 631-592-9830 or email the Chamber at: **LindenhurstChamberny@gmail.com** with any additional questions you may have.

*Additionally, this year you can pay for your space online via the Lindenhurst Chamber of Commerce website, **www.LindenhurstChamber.org** by selecting **Springfest** on the home page. We look forward to your participation in our event.

Sincerely,

Jo-Ann Boettcher

President

Lindenhurst Chamber of Commerce

SPRINGFEST VENDOR INFORMATION SHEET

FEE SCHEDULE

- Non-Food Vendors: \$80.00
- Food Vendors: \$250.00
- Merchants on Wellwood Avenue: \$50.00 (NO DJ'S ALLOWED in front of your store)
- Chamber Members in Good Standing: \$50.00
- Community/Non-profit Group: No Fee

* **Please make checks payable to the Lindenhurst Chamber of Commerce**
(A service charge of \$20.00 will be applied for each returned check.)

****In case of emergency, please refer to the Lindenhurst Facebook page at [www.facebook.com/Lindenhurst Chamber/](http://www.facebook.com/LindenhurstChamber/) or go to our website www.LindenhurstChamber.org for the latest updated information or call 631-867-2270 for updated information on a recorded announcement.**

SPACE ASSIGNMENT

- FIRST COME, FIRST SERVED BASIS (based on receipt of payment with complete application).
- Local merchants are given the spot directly in front of their business.
- Every effort will be made to accommodate vendors who have regularly participated in the Springfest.
- You will be notified of your space assignment ***48 HOURS*** prior to the event by email or go to our website www.LindenhurstChamber.org and click SPRINGFEST to view map. NO CHANGES ONCE ASSIGNMENT IS GIVEN.
- Subletting of store front space is forbidden.

SPACE SIZE AND SETUP

- Space size: 10x20 ft. If bringing a tent, bring something to anchor down the tent in case of wind.
- Set up starts AFTER 10:30 AM on the day of the event. No vehicle parking on the street.
- Vendors must supply their own table, chairs, booths, trash containers and disposal bags.
- Electrical power is not available; vendor can supply their own QUIET power source.
- Contact the Chamber to discuss any special requirements.

REQUIREMENTS and RESTRICTIONS

The following items may not be sold or distributed during the Springfest:

- Alcoholic Beverages
- Shaving Cream
- Colored Hair Spray or any type of spray paint
- Liquid String
- Political or Religious Position Material
- Other Restrictions May Apply

SALES TAX COLLECTION: Certificate of Authority for sales tax collection should be available for inspection upon request.

FOOD VENDORS: You must provide a Food Service Vendor certificate. Contact the Suffolk County Health Department for information and an application. **You cannot operate without one.** The Committee reserves the right to limit the amount of food vendors offering similar menus.

NEW*INSURANCE REQUIREMENTS & INDEMNIFICATION REQUIRED*****

Please see attached documents to be provided in order to participate.