

Rush Recreation Department

"A cool place to be"

18th Anniversary of the Rush Fall Festival

Dear Fall Festival Crafter or Food vendor:

Enclosed please find your Vendor Application for the Rush Fall Festival 2018. The Festival will be held on Saturday, October 6th 2018. Set up time for vendors will be at 7:30AM, and the Festival will run from 9:00 AM – 4:00 PM. The Festival is located at the Rush Firemen's Grounds, 1971 Rush Mendon Road, and Rush. Remember, you must provide your own shelter, tables, etc.

In order to accommodate the unloading of your merchandise, please prepare to set-up by 8AM. We ask that you unload your merchandise and move your vehicle to the parking area so that we do not block the driveway or other vendors trying to unload. I will be on hand to guide your arrival and answer any questions you may have during the festival. You do have the option to set up Friday evening from 5-7PM by appointment. Please do not leave valuables as we cannot be responsible for lost items. Please call the Recreation Supervisor, Patricia at 533-2340 to set up Friday evening. The vendor areas are a first come first served basis.

Although we do advertise for the festival please spread the word! Beginning September 1st I will have the Rush Fall Festival Flyer located on the townofrush.com website under the Recreation tab. Please feel free to make copies and hand them out to friends and family!! We are looking forward to a fun-filled, successful festival. Thank you for participating and happy sales!!

FOOD VENDORS PLEASE READ:

Please remember if you are selling food to the public you **MUST** possess and post your Monroe County Food Public selling license and /or the NYS Ag and Markets license. You must also add the Town of Rush, 1971 Rush Mendon Rd Rush NY 14543 to your business insurance for that day and send a copy of this insurance along with a copy of your public food selling license and application when registering as a food vendor. Thank you in advance for your help with this!

Sincerely,
Patricia Stephens
Town of Rush
Recreation Supervisor

TOWN OF RUSH 18th ANNUAL FALL FESTIVAL
To be held at Rush Firemen's Field, 1971 Rush Mendon Road
Rush, New York 14543
Saturday, October 6th from 9:00 am – 4:00 pm

Below is a Vendor Application form for the 2018 Fall Festival should you wish to participate in the Festival this year. Although we do advertise for the festival please spread the word. The fall festival flyer will be located on the townofrush.com website under the Recreation tab beginning September 1st !!!

Space is limited and will be assigned on a first come, first-serve basis. Please make your check payable to **Rush Town Clerk** and mail to: **Rush Town Hall, 5977 East Henrietta Road - Rush, New York 14543**
Please submit application by 10/2/18.

(1) Set up is to be completed by 8:30am Saturday. The 12 x 12 areas are first come first serve. (You may set up the evening before between 5-7 PM by appointment 533-2340). Please do not leave valuables. We cannot be held responsible for lost items.

(2) I will be on hand at 6:30am Saturday to guide you to your assigned space

(3) After unloading please move your vehicle to the parking area to ensure the driveway is not blocked at any time

(4) Set up is outside and it is your responsibility to provide your own shelter, tables, etc.

If you have any **questions or require further information** please contact: **Patricia Stephens** (Recreation Supervisor) at **533-2340**.

VENDOR REGISTRATION FORM

Proprietors Name _____ Tel. # _____

Address _____

Street City State Zip Code

Number of spaces _____

(Food Vendors ONLY \$20.00 for each 12 X 12 space) Must possess and post public food selling license from Monroe County Dept. of Health or NYS Food and Ag Markets. A copy MUST accompany this registration form. The Town of Rush must be added on your business insurance as an additional insured for day

(Craft & others ONLY \$10.00 for each 12 X 12 pace)

Amount Enclosed _____

Type of display _____

I, the undersigned, agree that I waive any and all claims for personal injury and damage to property. I also understand that there are no refunds without the consent of the Recreation Supervisor and the Festival will be held rain or shine.

Signed: _____ Date: _____