

2016

## OAKFIELD LABOR DAYS IN THE PARK

### *Vendor Registration Information*

Greetings,

This year's Labor Days in the Park celebration will be held in the Elroy D. Parkins Town Park located at 37 Drake Street (route 262), Oakfield, New York 14125 on Saturday, September 3rd, Sunday September 4<sup>th</sup>, and Monday, September 5th, 2016. On Saturday, September 3rd the Festival will begin at 1:00 pm with Live Music, Entertainment, Food, and Craft Vendors. Sunday, September 4<sup>th</sup>, the Festival will continue, beginning at 11:00 am with a non-denominational church service, followed by Live Music, Entertainment, Food and Craft Vendors, with FIREWORKS at the end of the day at 10:00 pm. On Monday, September 5th the Festival begins at 10:00 am with our Giant PARADE down Main Street to the park itself, followed by more Entertainment, Live Music, Food and Craft Vendors, featuring a Car Cruise from 12:00 pm through 4:00 pm, and ending at 6:00 pm with the Grand Prize Raffle. We will also continue to offer a shuttle service for our visitors!

The Committee would like to extend an invitation to you to participate as a Craft Vendor for the three day festival.

**Craft Vendor Application:** All craft vendors will be required to submit a signed application, ***copies of your insurance certificate naming the Town of Oakfield and Oakfield Betterment Committee as insured parties***, and the booth fee prior to the event in order to hold your space(s). Any incomplete applications will not be considered.

**Application Deadline:** All applications need to be received by August 1, 2016. Applications may be mailed to Oakfield Betterment Committee, Attn: Craft Vendor Chair, P.O. Box 2, Oakfield, NY 14125.

**Fees:** Total booth cost is \$40.00 for the three day event. In order to streamline the application process, we are requiring the \$40.00 Non-Refundable Application Fee to reserve your booth in advance. Your Application fee should be mailed with your Craft Vendor Application and copies of required insurance information.

**Booth Space Criteria:** Please keep the following in mind upon submission of your application.

1. All vendors will need to supply their own tents, tables and displays (Spaces are 12x12)
2. The vendor is required to be at the event all three days (Saturday, Sunday and Monday)
3. A preferred parking area away from the booth area will be designated for crafters to park their vehicles and trailers. For set-up you will be able to access your area with a vehicle and once your display is set-up your vehicle/trailer will need to be removed.
4. The vendor application fee of \$40.00 is non-refundable.
5. There are no rain-dates for the festival.
6. Each Booth is to be kept tidy with clean-up the responsibility of the exhibitor.
7. After dusk lights will be set up throughout vendor areas, as they were during the 2015 festival.

**Booth Assignments:** The Committee will be responsible for the booth designation for each vendor. A copy of your booth assignment, map of the park and festival agenda will be sent to you two weeks prior to the event. There will be no changing of booth assignments on the days of the festival.

Booth set up will be between the hours of 8:00 am and 10:00 am on Saturday, September 3rd, 2016. Those wishing to set up in advance are welcome and encouraged to on Friday, September 2<sup>nd</sup>, 2016 after 6:00 pm. The operational hours for the Vendors will be from 1:00 pm to dusk on Saturday, from 11:00 am to dusk on Sunday, and from 10:30 am to 6:00 pm on Monday. Private security, including lights, will be provided at the park on Friday, Saturday and Sunday evenings.

We would like you to join our 2016 Labor Day Festival. If you are interested please complete and submit your application, your non-refundable \$40.00 application fee, and insurance certificates to Oakfield Betterment Committee, Attn: Craft Chair, P.O. Box 2, Oakfield, NY 14125. Applications need to be submitted by July 15th, 2016.

If you have any questions please contact Stephanie Burgett at 585-815-9219 (call or text) or by email at [Stephanie@oakfieldbetterment.com](mailto:Stephanie@oakfieldbetterment.com). Feel free to view our website at [www.oakfieldbetterment.com](http://www.oakfieldbetterment.com) and our Facebook page at <https://www.facebook.com/pages/Oakfield-Betterment-Committee/119054291456384>. Applications need to be submitted by July 15th, 2016.

Sincerely,

Stephanie Burgett  
Craft Chairperson  
Oakfield Betterment Committee