



NAPLES GRAPE FESTIVAL
September 23rd and 24th, 2023 – 10:00am to 5:00pm
PRE-PACKAGED / COTTAGE INDUSTRY VENDOR APPLICATION
 (Applications received after June 1st are charged a \$25.00 late payment fee)

Name: _____ Business Name: _____
 Mailing Address: _____
 City / State / Zip Code: _____
 Telephone: (Daytime) _____ (Evening) _____ (Cell) _____
 Web Site _____ E-Mail _____

To Apply as a Cottage Industry -- defined as being made within your home, business location solely by yourself. To fit into the standard booth pricing you must create the recipes, produce and package your creations. You must include labeling that states ingredients, size of measurement, contact information. A copy of your State's license for food production is also required.

What is the product(s) you will be offering for sale? _____.

Outside Companies Used -- defined as using an outside company that mixes/prepares/packages either portions of or fully manufactures your own recipes for resale, packages, labels under your own personal/business name). All final products being offered must include labeling of ingredients and measurement size. You will need to include a copy of the State where product is being made license for food production and a copy of Additional Insurance naming the Town of Naples and the Naples Grape & Arts Festival, LLC for \$1,000,000.00. Address for this additional certificate to be used is 106 South Main Street, Naples, New York 14512.

What is the product(s) you will be offering for sale? _____.

IMAGE FILES: Images of products being sold and booth set-up are required. Send two images of products and one image of final set-up. **Images must be emailed. Photos/copies are not accepted and application will not be processed until emailed images are received. ALL tents need to be white and have all 4 sides available.**

BOOTH FEE STRUCTURE: Payments can be made by check or credit card. Payments made by check should be made payable to Naples Grape Festival. Mail checks to: Naples Grape Festival, P.O. Box 70, Naples, N.Y. 14512. Credit Card form is attached and must be emailed along with application.

<p>Standard Booths - Fee structure for products solely made & produced by applicant. Fees include a \$35.00 processing fee, and will be deducted from full payment should application be denied.</p>	<p>Fees for: Candle, Aromatherapy category when, produced / packaged by an Outside Company; but are being sold under applicant name or Business Name Fees include a \$35.00 processing fee, and will be deducted from full payment should application be denied.</p>
<p>_____ \$250 (10' frontage x 10' deep) _____ \$345 (15' frontage x 10' deep) _____ \$425 (20' frontage x 10' deep) _____ \$625 (30' frontage x 10' deep)</p> <p>Electric Fees (very limited electric available. Apply only if mandatory to running necessary equipment applicable to your category setup). Payment must be included in booth payment</p> <p>_____ \$40.00 = 1-20amp (Maximum of 1)</p>	<p>_____ \$350 (10' frontage x 10' deep) _____ \$390 (15' frontage x 10' deep) _____ \$470 (20' frontage x 10' deep) _____ \$670 (30' frontage x 10' deep)</p> <p>Electric Fees (very limited electric available. Apply only if mandatory to running necessary equipment applicable to your category setup). Payment must be included in booth payment</p> <p>_____ \$40.00 = 1-20amp (Maximum of 1)</p>

--- Processing of my application for products offered for sale, overall booth appearance, payment processing complete will be reviewed for Acceptance, Wait List, and Decline

--- Full Payment must be included with application. Payments made via check and or through a charge card will be deposited and processed upon receipt of application. No post-dated checks or asked for delays in processing credit card are allowed. All booth fees include a \$35.00 processing fee. Should application be denied for any reasons, a refund will be issued by the Naples Grape & Arts Festival LLC, minus the \$35.00. Checks returned for insufficient funds will be charged \$30.00, and application processing is withdrawn until new form of payment (paid by money order or bank check only) is received for the total amount of the booth fee and insufficient funds are paid.

--- A letter of Acceptance, Wait List or Decline will be emailed to you within two weeks of receipt of us receiving your application.

--- Applicants Accepted will receive space assignments and grounds layout information by the end of August 2022.

--- With receipt of dated emailed letter of Acceptance NO REFUNDS WILL BE ISSUED UNDER ANY CIRCUMSTANCES without the consent of the LLC President or Director of Operations.

--- I agree that I will supply all buying customers of my product(s) with a business card, brochure, flyer that includes my personal name, business name, and/any all contact information.

--- As an exhibitor, I agree that the LLC President, Director of Operations, all associated Executive Committee Members, Naples Rotary Club, Naples Historical Society, Staff and Volunteers, Town of Naples, Village of Naples and Naples Central School will not be held responsible, for any personal theft (including product offered for sale / vehicles, etc), or personal injury suffered during or as a result of your participation in the Naples Grape Festival.

--- By my dated signature below I have read and understand the Rules & Regulations of applying as set forth by the Naples Grape & Arts Festival, LLC

Signature _____ Date _____

For Office Use Only:
 Date Received _____ Check # _____ Charge: _____ Amount _____ Elect. \$ _____ App. # _____
 Space # _____ Confirmation / Information Sent _____



GENERAL INFORMATION:

- Returning vendors from the 2022 festival space will only be held until March 1st, 2023. Applications received after March 1st, could mean a loss in holding that space, should the same layout of the grounds be similar to last year.
- We are no longer offering corner spaces. If you need to have additional display space outside of your booth, you will need to apply for the next size up booth space. (i.e.: if using a 10'x10' tent, apply for a 10'x15' booth.). Also these are not walk through areas.
- Full Payment must be included with application. Payments made via check or through a charge card will be deposited and processed upon receipt of application. Processing of payment does not indicate acceptance. No post dated checks or asked for delays in processing credit card payments are allowed. All booth fees include a \$35.00 processing fee. Checks returned for insufficient funds will be charged \$30.00, and application processing is withdrawn until new form of payment (paid by money order or bank check only) is received for the total amount of the booth fee and insufficient funds are paid.
- All applications and images will be reviewed by the jury committee. Jury will be looking at images for product quality, workmanship, and overall booth appearance. Jury committee will have final determination of Acceptance or Decline.
- An emailed letter of Acceptance, Wait List or Decline will be emailed to you within four weeks of receipt of us receiving your application and processing.
- Applicants Accepted will receive space assignments and grounds layout information by the end of August 2023.
- Upon receipt of dated emailed letter of Acceptance **NO REFUNDS WILL BE ISSUED UNDER ANY CIRCUMSTANCES** without the consent of the Naples Grape & Arts Festival, LLC President or Director of Operations.
- I agree that I will supply all buying customers of my product(s) with a business card, that includes my personal name, business name, and all contact information.

We welcome your comments and special requests. We will try our best to accommodate any requests, but cannot guarantee that we will be able to meet your specific needs.

Checks should be made payable to Naples Grape Festiva and Mailed To

**Naples Grape Festival
P.O. Box 70
Naples, New York 14512**

**Jo Anne Alliet, Director of Operations
phone: (585) 749-2248
Email: naplesgrapefest@gmail.com
Website: www.naplesgrapefest.org**



**IF PAYING VIA CREDIT CARD THIS FORM MUST BE FILLED IN
AND RETURNED WITH APPLICATION
PLEASE WRITE CLEARLY & ACCURATELY**

Name As It Appears On Card: _____

Credit Card Billing Address: _____

(Street Address)

(City, State, Zip Code)

Telephone No. of Card Holder: _____

CC Acct. No. As Shown On Card: _____

Expiration Date: _____

CVV Code (On Back of card): _____

\$ Amount to Charge Credit Card: _____

Email Address to mail receipt to: _____

Name of Person Authorized to provide the above credit card info.: _____

Phone Number for Authorized Person providing information: _____

Signature of Individual Authorizing Charge: _____

Jo Anne Alliet, Director of Operations
phone: (585) 749-2248
Email: naplesgrapefest@gmail.com
Website: www.naplesgrapefest.org