

Celebrate RiverFest

First Sunday in June • Donahue Park • Cornwall-on-Hudson • New York

Dear Prospective Vendor,

Cornwall-on-Hudson will celebrate its 24th RiverFest on Sunday, June 4, 2023 at Donahue Park on the shores of the majestic Hudson River. To avoid competing with the Newburgh Illuminated festival, we've moved RiverFest from the first Saturday in June to the first Sunday in June. As a result, vendors have the opportunity to participate in both events. RiverFest 2023 will feature a full day of entertainment, children's activities, and a large craft and food fair. The festivities will begin at 11:00 am and conclude by 6:00 pm.

You are invited to be a part of the RiverFest celebration. Food and craft vending spaces are available at a cost of \$95.00 per 10' x 10' area for applications received prior to May 1. The fee for applications received after May 1, will be \$110.00. If you require a larger space, additional fees will apply. The fee for Not-for-Profit vendors planning to sell merchandise is \$35.00. Not-for-Profit vendors are prohibited from offering food and beverages. Not-for-profit informational vendors are invited to participate at no charge.

Only food vendors and children's activity vendors must provide a certificate of insurance for June 4, 2023, naming the Village of Cornwall-on-Hudson, and Cornwall-on-Hudson RiverFest, Inc., as holders and additional insureds. Please include a copy with your application. In addition, the Orange County Health Department requires that all commercial food vendors submit to an inspection and pay a fee for a temporary, off premise food permit. These arrangements must be made in advance directly with the Health Department, 845-291-2332, to avoid any additional fees levied by the inspector on site. We will accept a maximum of 2 food vendors offering the same menu items. Decisions regarding vendor acceptance/participation will be at the discretion of the RiverFest Committee.

RiverFest will be held on Sunday June 4, 2023, **rain or shine. There is no rain date scheduled. In the event that New York State does not grant permission for festivals, or if the RiverFest Committee or the Village of Cornwall-on-Hudson deems it unsafe to proceed, refunds will be issued.**

Vendors should plan to provide their own tents, tables, etc. Food vendors will be located on an asphalt surface. Craft and other vendors will be located on the grassy area. If you require electricity, you must supply your own generator and notify the committee with your application.

Please plan to arrive by 9:00 am. Set up must be completed no later than 10:30 am so that all vehicles can be moved to designated vendor parking areas. Transportation from your parking space to the festival site will be available. Shuttle buses will be available throughout the festival hours to transport visitors to and from the festival. The festival will end at 6:00 pm. All vendors are expected to depart no later than 7:00 pm. Upon departure, vendor spaces must be clean and all trash must be deposited in the dumpsters provided or carried out.

A vendor application should be completed in full and returned by April 15, 2023, as spaces are limited. In the event an application and/or registration fee is received after all spaces have been assigned, the application and fee will be returned to you. You will receive an email confirmation when your application and vendor fee are received. A follow up regarding parking, space location and set up will be mailed approximately 2 weeks prior to the festival. Please check our website, www.river-fest.com, for updates. The best way to reach us is by email to chairman@river-fest.com. **Remember that all committee members are volunteers. Messages left on our voicemail will be returned as soon as is practical.**

We look forward to having a great day and hope that you will join us.

Sincerely, The 2023 RiverFest Committee

**Cornwall-on-Hudson RiverFest, Inc.
325 Hudson Street, Cornwall-on-Hudson, New York 12520 Tel: 845 534-4200 ext. 9**



Cornwall-on-Hudson
RiverFest 2023

VENDOR APPLICATION-AGREEMENT FORM

I wish to participate in RiverFest 2023 on Sunday, June 4, 2023. I did not participate in 2022. I am a:
Commercial Vendor (\$95.00 prior to May 1, 2023, \$110.00 after May 1, 2023). Not for Profit Retail Vendor (\$35.00) or Not for Profit Information Vendor (N/C).

I have enclosed the Space Fee of \$ and a Certificate of Insurance (if required, see below)

PLEASE TYPE OR PRINT CLEARLY (If we can't read your application, it will be returned)

NAME:

COMPANY:

ADDRESS:

CITY: STATE: ZIP:

PHONE: EMAIL:

DESCRIPTION OF MERCHANDISE (Please provide a specific description of items to be displayed/sold, "crafts" or "food" is not sufficient):

FOOD VENDORS MUST SUBMIT A MENU WITH THEIR APPLICATION.

We reserve the right to reject an application for any lawful reason

Waiver of Liability: Vendor assumes all risk of loss or damage to property and waives all claims against the Village of Cornwall-on-Hudson, Cornwall-On-Hudson RiverFest, Inc., and its committee members, which arise out of the use of the premises.

SIGNATURE: DATE:

PLEASE RETURN WITH YOUR PAYMENT TO:

Cornwall-On-Hudson RiverFest, Inc.
12 Squirrel Hill
Highland Mills, NY 10930

845 534-4200 ext 9

DO NOT FAX OR EMAIL YOUR APPLICATION

MAKE CHECKS PAYABLE TO: Cornwall-On-Hudson RiverFest, Inc.

- Festival hours are 11:00 am - 6:00 pm on Sunday, June 4, 2023, Rain or Shine
In the event that New York State denies permission for RiverFest due to the ongoing Corona Virus pandemic, vendor fees will be refunded. Otherwise, there will be no refunds or rain dates
Vending Spaces are 10'x10'. If you require a larger space, additional fees will apply. Tents are welcome.
The sale of alcoholic beverages is prohibited.
Food vendors must obtain a temporary off premises food permit as required by Orange County Health Dept.
ONLY Food & Children's Activity vendors must provide a Certificate of Liability Insurance naming the Village of Cornwall-on-Hudson, & Cornwall-on Hudson RiverFest, Inc. as holders and additional insureds.
Not for profit vendors are prohibited from selling food and/or beverages.
Only authorized RiverFest 2023 Raffle Tickets will be permitted to be sold at RiverFest.
Upon departure, vendor spaces must be clean and all trash must be deposited in the dumpsters provided or carried out.
Electrical outlets are not available. Plan to provide your own generator. I am bringing a generator

RiverFest Use Only:

Date Received

Comments