

# Village of Lancaster

## Vendor Form

### 2016



EVENT: **TREE LIGHTING**

DATE(S): **Saturday • November 26, 2016**

TIME: **5:00-9:00pm**  
 SET UP: **Between 3:00-4:30pm**

Registration Fee: **\$55.00**  
 (Due No Later Than November 13, 2016)  
 (Event held in Snow, Rain or Shine – No Refunds)

LOCATION: **W. MAIN STREET**

**Your space will not be reserved until all of your required paperwork is received by Events Director. Please Fax a copy of this completed form to 685-8079. Thank you.**

Business Name:
Contact Name:
Contact Phone:
Address:
Email:

**All participating vendors will need to provide the following:**

1. All vendors are responsible for gathering all employees and volunteers to work their tent.
2. Vendors are responsible for all their own equipment and product, as well as set up of their own area, this includes, but not limited to, tent, and seating.
3. You will be provided a 12x12 area to vend. The Village of Lancaster reserves the right to limit you to your designated area.
4. You agree to sell product that is not illegal or unsafe in nature.
5. You must participate for all of the days for duration of Event.
6. The Village of Lancaster reserves the right to terminate this contract immediately if the above stipulations are not being met.

**Vending Items:**

**It is understood that the Village of Lancaster reserves the right to limit the duplication of any item already being sold. This is to protect our vendors as well as provide the attendees a greater variety of choices therefore enhancing your profits at the event.**

#1
#2
#3
#4
#5
#6
#7

List additional items on other side if necessary.

**Electrical Needs – List all appliances you are bringing (denote 110 or 220 voltage and amperage):**

**It is very important that our electricians know every piece of equipment that will require electricity and the voltage it requires. Thank you.**

<b>Volts:</b>
<b>Amps:</b>
<b>220 plug type:</b>

Your Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Municipal Building • 5423 Broadway • Lancaster, NY 14086**  
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 www.lancastervillage.org • Email: events@lancastervillage.org