



3755 Tonawanda Creek Rd. | p 716-689-1440 | [bnhv.org](http://bnhv.org)  
Amherst, New York 14228 | f 716-689-1409

## German Sommerfest Retail Vendor Registration

Buffalo Niagara Heritage Village is excited to announce our **German Sommerfest to be held on Sunday, June 4, 2017**. The Festival will run from 12noon until 7PM. Join us for authentic music, food, dancing and fun in our historic village! We invite you to provide food and shopping opportunities for our 1,000 visitors.

**Cultures: German, Austrian, Swiss, American**

**Food/Beverages by: Schnitzel & Company**

**Bands: The German American Musicians "Buffalo's BIG German Band!"; Alphorn Society of Western NY  
Dan Wilke German Organ Grinder; S.G.T.V. Edelweiss German Dancers**

Please complete the application, and return it along with your check or money order payable to: Buffalo Niagara Heritage Village by May 1st, 2017 and mail to:

Buffalo Niagara Heritage Village Attn: Herbert Schmidt  
3755 Tonawanda Creek Road  
Amherst, NY 14228

**Company Name:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Description of Services and/or Items to be sold:**

\_\_\_\_\_

### Space Rental Requirements:

**10x10 \$50.00** \_\_\_\_\_ \*Includes admission for 2 adults

**20x20 \$100.00** \_\_\_\_\_ \*Includes admission for 2 adults

**Electricity: 10.00/hookup** \_\_\_\_\_

**Total Amount Enclosed:** \_\_\_\_\_

General Release and Acceptance Agreement: Applicants are subject to denial. This Applicant has read the rules of the event and agrees to abide by them. The Applicant releases Buffalo Niagara Heritage Village and its agents, the Town of Amherst, and their employees from any and all liability for any injury, loss, theft, damages, expenses, causes to action, lawsuits and other claims arising from injury to persons or property. It is also understood that funds will ONLY be refunded, should your application be denied at any time. The fees are otherwise NON-REFUNDABLE. Vendors must supply their own tents, tables and chairs.

## GENERAL VENDOR RULES AND REGULATIONS

1. **Appearance and cultural presentation** of the booth is critical to the overall feeling of the festival and to your retail success. We encourage you to dress up! BNHV wants to ensure that everyone has the best possible experience. The **FESTIVAL STAFF** determines booth placement.
2. Festival is held **rain or shine**. **BOOTH/REGISTRATION FEES ARE NON-REFUNDABLE**. Refunds (less a \$5 administration fee) will be granted upon request for booth registration cancellations if received prior to May 1<sup>st</sup>.
3. Buffalo Niagara Heritage Village reserves the right to decline registration to vendors for any reason including, but not limited to, incompatibility with our mission, all available spaces have been filled, etc. A full refund will be issued if registration is not accepted.
  - a. Those vendors/exhibitors who do not comply with the Rules and Regulations may be denied participation in future years.
4. The standard **VENDOR BOOTH** consists of a 10x10 space:
  - a. All vendor activities must be confined to allotted booth space area, including giveaways, petitions, surveys, music, etc. Adjacent booths are available for an additional fee.
5. **TENTS are required for each VENDOR BOOTH**.
  - a. It is the responsibility of the vendor to provide their own tent for the event.
  - b. All tents must be secured.
    - i. **STAKING** is allowed but must be confined to your booth space i.e. all stakes must lie within your 10x10, or other purchased size, booth space.
    - ii. Other acceptable options: sandbags or cinder blocks – all attached to tent structure.
  - c. Tents are not allowed on the walkways.
  - d. No tents may be set up that are branded in conflict with an event sponsor (ex. No Miller Lite tents, in conflict with Smithwick sponsorship).
6. **VENDORS** are expected to conduct themselves in a professional manner and keep the following in mind:
  - a. Each vendor is responsible for his/her booth and all items in it.
  - b. Booths must be ready to open by 12noon and remain open until 7PM the day of the festival. **You may not vacate early**.
  - c. Vendors are responsible for the set-up, maintenance and removal of his/her own booth, merchandise and trash. The booth must be removed and the area cleaned up Saturday, June 20<sup>th</sup>. Booth clean up may begin at 6PM and must end by 8PM. **Vehicles** will not be allowed on grounds until 7PM.
  - d. Food items/beverages **CANNOT** be sold or given away for on-site consumption unless all necessary local, state and Erie County Health Department permits are secured. It is the responsibility of the vendor to find and secure all necessary permits for his/her booth.
  - e. All samples must comply with Food Vendor Rules, listed in the Food Vendor section below.
  - f. **NO SMOKING** anywhere throughout the event grounds.



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7. **Sales tax** for items sold at Festival must be paid by vendors in compliance with local and state tax law.
8. **Vendor set-up** is on Saturday from 9am to 11:30am. All vendors must be off grounds by 9PM.
9. **Parking** within the event grounds on Saturday is prohibited. One parking pass will be provided in your vendor packet for parking in the designated lot. Additional vehicles for those working your booth are able to park in general guest parking areas.
10. **ELECTRICITY will be provided at an additional charge.** Vendors are responsible for bringing their own extension cords; they should be a minimum of 100' long. Power will be **limited** for craft/retail booths. Be very detailed in stating your power needs.