

REFUNDS

No refunds will be made on accepted & processed applications.

SECURITY

Each participant is responsible for the safety, protection, and insurance of his or her own exhibit and merchandise. Security guards will be on duty each night from 7:00 p.m. to 6:00 a.m., but it is advised that you do not leave valuable items overnight. Everything must be secure and reinforced to withstand wind and inclement weather.

SPECIAL EMPHASIS

Giving on-site demonstrations of your craft is encouraged. Showing people the process of your craft helps them to develop a deeper appreciation for the arts and for the vendors who are exhibiting. It also has been shown to improve sales.

CHECKLIST

- Did you fill out the application completely, including craft/food description, Tax ID Number and signature?
- Did you enclose your signed check or correctly note your credit card number and expiration date?
- If you are a food vendor, did you enclose your refundable deposit and contact the Board of Health?
- Have you enclosed photos of your products and one of your booth and display?

Deadline for applications is June 1, 2016

Please make checks payable to: City of Long Beach.
Submit application forms to:

***City of Long Beach
Arts and Crafts Festival
700 Magnolia Boulevard
Long Beach, NY 11561***

All correspondence and inquiries should be directed to:
artsandcrafts@longbeachny.gov
516-705-7405



Dear Vendor,

We are pleased to announce that the City of Long Beach will once again hold its Annual Summer Arts and Crafts Festival on our beautiful boardwalk.

The 2016 Arts and Crafts Festival will be held on Saturday, July 9, and Sunday, July 10, 2016 with an add on date of July 8 for food vendors during the Fireworks Extravaganza.

Last year's festival was a tremendous success. It was well attended by both vendors and shoppers. We would like to thank our returning vendors and welcome new vendors. We hope you join us at this year's festival. In addition, we are bringing back the June event. It will be a Juried Fine Art & Craft Show on June 5 & 6. Contact us for information.

Please fill out the application included and return by June 1, 2016. Incomplete applications will not be accepted. All pertinent information for the festival, can be found in this brochure. Specific rules and regulations will be sent after being accepted. If you should have any questions, please email the committee at artsandcrafts@longbeachny.gov.

We would like to stress the importance of getting your application in on time, so the Arts and Crafts Festival Committee will have time to process it. Thank you for your interest in participating in this popular festival, we look forward to hearing from you.

Regards,
Paul Ferrante
Assistant Superintendent



City Council
Len Torres, President • Anthony Eramo, Vice President
Eileen J. Goggin • Scott J. Mandel • Anissa D. Moore
City Manager Jack Schnirman
Deputy City Manager Michael H. Robinson



**Saturday & Sunday
July 9 & 10, 2016**

10:00 a.m. to 6:00 p.m.

Friday, July 8 - Food Vendors for Fireworks



**Vendor Application
Deadline: June 1, 2016**



**Come Join Us At This
Very Popular Festival
www.longbeachny.gov/artsandcrafts**

Mail to: **ARTS & CRAFTS FESTIVAL**
700 Magnolia Boulevard, Long Beach NY 11561

Returning Vendor New Vendor

FIRST & LAST NAME: _____

BUSINESS NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: _____ **E-MAIL:** _____

WEBSITE: _____ **FACEBOOK PAGE:** _____

Please list all items you will display & sell and provide photos: _____

TAX I.D. #: _____ **PERMIT/STICKER # & EXP.** _____

Food Vendors must apply for a temporary permit with the Board of Health 30 days prior to the event.

- Food Vendor (must supply own generator) \$700.00
- Trailer over 14' (additional fee) \$200.00
- Craft Vendor Space(s) (no generators) \$400.00
- Not-For-Profit (proof required) \$150.00
- Food Vendor Add-on (for July 8 Fireworks) \$300.00
- Food Vendor Deposit (must be separate check) \$100.00
- LB Resident Discount (proof required) -\$50.00

A fee of \$50.00 will be accessed to late applications

Total Enclosed \$ _____

*Please make checks/money orders payable to The City of Long Beach.
You can pay by Visa or Mastercard only. NO American Express or Discover.*

PAY APPLICATION FEE BY CREDIT CARD:

Card Number: _____



Expiration: ____ / ____ CVV # _____

Print Name: _____



Signature: _____

Office Use

RV NV R

Date _____

Fee _____

Receipt _____

Sp. _____

ABOUT THE FESTIVAL

The Long Beach Arts & Crafts Festival has been a tradition for over 30 years. More than 200 vendors line our beautiful boardwalk along the shore of our barrier island to show and sell their creative works. Thousands of residents and visitors shop and it is sure to be a profitable weekend.

THE REQUIREMENTS

Each applicant is required to submit an application with payment and description of all items you plan to display and sell. Please enclose photos of products and your display. The spirit of this show is to sell hand crafted and/or original items. We will take a limited amount of direct sales vendors. The committee reserves the right to refuse any vendor considered unsuitable.

VENDOR FEES

A single booth fee for a craft vendor is \$400. A food vendor space is \$700. There is an additional \$200 fee for food vendors with trailers over 14 feet. All food vendors are required to submit a \$100 security deposit in cash or check that will be refunded upon approval that the area involved has been left clean, free of grease and/or damage. The not-for-profit vendor fee is \$150. Proof of not-for-profit status must be submitted. All Long Beach residents/organizations will receive a \$50 discount per booth. Proof of residency is required. **All fees are per weekend - absolutely NO single day spaces are available. A late fee of \$50.00 will be accessed to late applications**

THE BOOTH

Space size is 14' X 10'. Each vendor must supply his or her own display. Booths can include a canopy or tent and tables. Booths should be clean and professional looking. Vendors must properly secure the tent using weights. No nails, stakes wires or other objects may be driven into the cement and/or wood of the boardwalk. Electricity is not available for craft vendors. No pets allowed at the festival. The City reserves the absolute right to place or move vendors to different locations. There are no guarantees that you will have the same spot as in previous years.

Waiver: The City of Long Beach retains, at their absolute discretion, the right to prohibit any crafts person from exhibiting their work. The Exhibitor agrees that he/she is solely responsible for his/her work, person and property at all times and will not hold the City of Long Beach responsible or liable for any losses or damages to property or injury to person.

All double spaces will be next to each other -- no exceptions!
There are no guarantees that you will have the same spot as in previous years.

Please note: There are a limited number of spots, and quotas will be set by the City of Long Beach on all merchandise. We reserve the right to accept and/or deny any vendor. The City reserves the right to move a vendor if deemed necessary. Vendors are NOT permitted to bring pets. **Applications without a signature will be returned.**

By signing this document, the vendor has read, understands and agrees to the rules and requirements of the City of Long Beach Arts & Crafts Festival.

Exhibitor's Signature: _____

Date: _____