

**Our Lady of Perpetual Help International Feast 2008
NON-FOOD FEAST VENDOR APPLICATION FORM**

ENTRY REQUIREMENTS:

1. Please include your email address for your acceptance notification. If you'd prefer being contacted by mail, please enclose a self-addressed, stamped envelope for your acceptance notification.
2. Payment in full is required prior to in either the form of a check or money order for the booth fee.
3. Complete and sign the application.
4. Deadline for applications is once the show is full.

FEAST LOCATION: Our feast is conducted on the Our Lady of Perpetual Help School (OLPH) grounds, High Street, and the OLPH Convent lawn, on Wellwood Avenue, in Lindenhurst, NY 11757.

FEAST DATES AND HOURS:

	Wed., July 9 th	Thurs., July 10 th	Fri., July 11 th	Sat., July 12 th	Sun., July 13 th
Feast Hours	6:00 p.m. to 10:00 p.m.	6:00 p.m. to 10:00 p.m.	6:00 p.m. to 11:00 p.m.	5:00 p.m. to 11:00 p.m.	5:00 p.m. to 9:00 p.m.**
Vegas Hours	7:00 p.m. to 11:00 p.m.	7:00 p.m. to 11:00 p.m.	7:00 p.m. to Midnight	7:00 p.m. to Midnight	6:00 p.m. to 10 p.m.

****Street Fair hours on Sunday, July 13th, 2008 from 10:00 a.m. to 6:00 p.m. (Street will be open to vendors for set-up from 9:00 to 10:00 a.m., and will open up to the public from 10:00 a.m. to 6:00 p.m. Street vendors must be packed up and off the street by 6:00 p.m.).**

Please note the feast/street fair will be held each day, as stated above, RAIN or SHINE.

VENDOR AREA: Vendors space will be available under highly lit tents, on our Convent lawn under a 100' x 30' tent. Limited space will be available as well as on our fair grounds location for our non-food vendors.

BOOTH SIZE AND FEES: Your exhibit space will be approximately 12' deep by 10' wide.

The following fees are for the entire feast or five days (hours of operation specified above). Tables and chairs will not be available to loan or rent this year. We ask that all vendors stay within your allotted space at all times and not to place or extend tables or place merchandise outside of the perimeter of your space.

Non-Food Vendors - \$400.00 for a single space and \$650.00 for a double - this fee will include one free space in our street fair scheduled for Sunday, July 13th (see information above).

No commission is charged; however, vendors are requested to donate one item that will be included in raffle drawing/s to be held during the feast or at a later date. Your donation will be accepted upon check-in, please have it ready to hand in then. Thank you.

BOOTH SHARING: Booth sharing will be considered, however each person must fill out a separate application for approval.

CANCELLATIONS AND REFUNDS: A 50% refund will only be given if we receive notice of cancellation in a timely enough manner so that we can rent your space to another crafter. No refunds will be issued after June 11th, 2007.

TAXES: It is the responsibility of the exhibitor to collect and submit all required taxes on merchandise they sell.

REGARDING CATEGORIES: Please describe the items you'll be selling in the description area below. We will allow only items that are appropriate and approved prior to the feast date. **Any non-approved items or items in poor taste will be asked to be removed from your booth.**

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DISPLAYS, TABLES AND CHAIRS: Exhibitors must bring their own display materials, tables, tablecloths and chairs. Booths must be kept clean at all times, and must be left clean at the end of the feast. All items not displayed must be kept under your tables or boxed and out of sight. If your craft causes damage in your space, we will hold you financially responsible for the damage that occurs.

COVERAGE OF YOUR BOOTH: Please ask that someone watch your booth if you must leave your area. Your booth is to be staffed at all times.

SET-UP AND BREAKDOWN: You should have your area ready to greet customers by the time the feast opens every night (hours specified above). All displays are to remain set up until the close of each night. PLEASE LEAVE YOUR AREA BOOTH CLEAN! All merchandise/personal belongings must be packed up and removed from your booth at the close of each night. We will not be providing overnight security, and do not assume any responsibility if any items not packed up and removed from your booth are lost or stolen.

Name:	Email Address:
Phone Number:	2nd Number:
Address:	
City/State/Zip:	
Merchandise Category:	
Completely describe what you're planning on selling:	
Number of Booths Required:	Fee Enclosed:

SPECIAL REQUESTS: Although we will make every effort to honor your special requests (electricity, placement, i.e. corner space, etc.), we cannot guarantee that we will be able to honor your request due to space allocations. Your understanding is appreciated.

SPECIAL REQUESTS: _____

READ AND SIGN THE FOLLOWING: The undersigned applicant understands the conditions under which he/she will be allowed to exhibit in the OLPH International Feast 2008 to be held on Wednesday, July 9th to Sunday, July 13th, 2008. If chosen to participate in the fair, the undersigned assigns, to release, discharge, indemnify and hold harmless the OLPH Parish, its members, affiliates, associates, tenants, committee members thereof of and from all claims, demands, action or cause of action, which may hereafter exist by reason of any damage, loss or injury which may be sustained by the undersigned in consequence of being allowed to participate in the OLPH International Feast 2008.

SIGNATURE: _____ **DATE:** _____

MAIL APPLICATION TO: OLPH Feast Committee, 210 S. Wellwood Avenue, Lindenhurst, NY 11757-4989

MAKE PAYMENT PAYABLE TO OLPH

Thanks! Again, we look forward to seeing you at the Fair! Questions? Please email Laura Fischer at webmaster@olphilindenhurst.org or contact a feast representative by calling 516-242-9531

Payment Received _____ **Check Number** _____ **Cash** _____