



JOIN US FOR LOCKTOBERFEST!

Saturday, September 29th, 2018

Canal Street in Lockport, NY

Dear Vendors:

The city of Lockport and the New York State Canal Corporation are pleased to present the 5th annual Locktoberfest, a community celebration of the fall harvest season on the Erie Canal. This celebration is scheduled for Saturday, September 29, 2018 from 9:00 am to 5:00 pm on Canal Street in downtown Lockport.

The Community Market will run from 9:00 am to 5:00 pm. With all day music and food vendors on site.

The city of Lockport is partnering with several state and local agencies for this event including: the NYS Canal Corporation, NYS Department of Agriculture and Markets, I Love NY, Destination Niagara USA, and others. The event will be heavily promoted throughout the region, and we expect over 5,000 attendees, based on last year's attendance. Highlights of the event include the following:

- An expanded Lockport Community Market on Canal Street.
- Designated beer garden with local, craft beer sold by the glass.
- Crafters, artisans, wineries, distilleries farmers and food producers.
- Locks Demonstrations and Tours.
- Musical Entertainment and Live Performers.
- Children's Games and Family Activities.

Please complete the MARKETSPACE VENDOR APPLICATION and return with payment by September 5th, 2018. Attention existing market vendors -If you pre-paid for the full market season, there is no additional fee. If you pay weekly, please include your payment with this application. We hope that you can join us for what promises to be an exciting event!

Sincerely,

A handwritten signature in blue ink that reads 'Jessica Dittly'. The signature is fluid and cursive.

Jessica Dittly

Locktoberfest Committee Chair

MARKETSPACE VENDOR, LOCKTOBERFEST APPLICATION

- **Spaces are located on Canal Street and are \$35 for farmers/food producers and artisans/crafters.** All spaces are 10' x 10' and will be available on a first-come, first signed-up basis. Current Lockport Community Farmers Market Vendors will have priority to the application, all current market vendors will pay their current weekly fee for the event. Vendors will be given a space number, instructions on unloading and loading, and parking, prior to the event.
- There will be no vehicle parking (other than food trucks) in any of the Canal Street parking lots, as the area will be closed off after 8:30 am for safety reasons. Vendors will be asked to unload and then move their vehicles to a designated adjacent lot.
- Please mail your application with payment no later than **Tuesday, September 5th, 2018** if you wish to participate. The committee reserves the right to reject any application based on the appropriateness of products as they fit into the intended image and goals of the event.
- If you are signed up and cannot attend, please contact Jessica Dittly at 716-434-0212, or email at LockportMarket@gmail.com no later than September 22, 2018. Any cancelations after September 22 will forfeit their vendor fee.
- If any persons will be vending on behalf of your business other than those listed on this application, please provide the names to Jessica Dittly prior to the event.
- Vendors should be prepared to get themselves set up, torn down and bring everything with them needed to conduct business for the day including: 10 x10 tent, tent weights (mandatory), chairs, tables, products, change/money, etc.
- Set-up will begin at 7:00 am and all vendors should be completely set-up and ready to greet customers by 9:00 am sharp. Items for sale at the event must correspond to what is listed below.
- Your display must be manned at all times and we are requiring that vendors stay until at least 5:00 pm.
- The event will take place rain or shine. No rain dates will be offered. The event will only be cancelled in the event of severe or dangerous conditions. The organizers of the event will contact vendors that morning if there is a need to cancel.
- Participation is limited to legitimate farms and businesses as defined by New York State and Federal regulation. Farmers and Food Vendors must have proper permits as defined by the Niagara County Health Department.
- Vendors participate in the event at their own risk. Individual insurance for all vendors is strongly recommended. By signing this application, vendors release the City of Lockport, the Lockport Community Market, Lockport Main Street, Inc., the NYS Canal Corporation, the LHDC, and the GLDC from any or all liability or responsibility for bodily harm or injury.

Name of Owner _____

Name of Business _____

Tax ID Number/DBA _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ Cell Phone _____

Email _____

Please describe in detail what you will be selling at the event: _____

Electricity: Yes ____ No ____ (Electricity is limited. Available on a first-come, first-serve basis).

*** I have read, understand, and agree to abide by the above stated conditions.

Signature of primary merchant

Date

Please complete the above application and submit with payment, no later than September 5, 2018.

Checks can be made payable to: Lockport Main Street Sponsored Programs and
mailed to: Lockport Main Street - 1 East Avenue - Lockport, NY 14094.

Questions? Call Jessica Dittly at 716-434-0212 or email at LockportMarket@gmail.com