



A CUP OF THE VALLEY

COFFEE AND TEA FESTIVAL

Revel 32, 32 Cannon Street Poughkeepsie NY

EVENT DATE- SUNDAY, April 16, 2023 10:00 am to 4:00 pm

SPONSOR/EXHIBITOR APPLICATION

CONTACT INFORMATION

Company: _____ Main Contact: _____

Exhibiting As: _____ Email Address: _____

Address: _____ Telephone #: _____

Vendor Selection

_____ Media Sponsor \$2500 Radio and Print Advertising 8 Ft table space included

_____ Event Sponsor \$1000.00 – Radio and Print Advertising. 8 Ft Table space included

_____ Program Sponsor \$500.00– Business name on all promotional materials, advertising.

Full page ad in Program Book. 8 ft Table space included

_____ Vendor \$100 – 6 Ft Table. Business Card Ad in Program Book

_____ DEMONSTRATION REQUEST (Check here if interested in holding a demonstration or class during event. Type of demonstration or class and time requested-

_____ Access to electrical outlet requested

Event Terms and Conditions:

- All exhibitors must provide appropriate liability insurance, if required
- All exhibitors **are required to contact DC Board of Health regarding permits.**
 - Contact 845-486-3404 for info
 - Permit application available at <https://acupofthevalley.com>
- Exhibitors may not share or sublet space to any other company
- All exhibitors are responsible for any and all sales tax for days sales
- The Coffee Festival Sponsors are not responsible for any losses, theft or damage to an exhibitor's booth or merchandise
- There will be **no refunds** after receipt of application and fee
- Day of Event
 - Doors open at 8:30 for exhibitor set up
 - Set up must be completed by 10:00 am
- Mail application and payment to:
 - Check payable to: Rotary Club of Wappingers Falls
 - A Cup of the Valley C/O Rotary Club of Wappingers Fall P.O. Box 285 Wappingers Falls NY 12590
- Questions? Email Cupofthevalley@gmail.com
- Questions? Call 845-206-9590

Signature of Vendor/Sponsor

Date: _____