

Health Pavilion Vendor Package 2010

The following Health Pavilion Vendor Package contains all necessary exhibiting application forms and guidelines for exhibiting at the Juneteenth 2010 festival.

Exhibitor Submittals:

The following items are due by **June 5, 2010**

1. Official Health Pavilion Application and Fee
2. Utilities Request Form

Exhibit Area:

Vendors will be provided with either a 10'X10' or a 10'X20'' space to operate their business. First class presentation is essential. All vendors will be placed within the Health Pavilion area.

Exhibit Contract:

The Official Health Pavilion Application must be completed and returned with a full payment. (See attached form: *Official Health Pavilion Application*).

Exhibit Fee:

The Exhibit Fee is \$150.

Parking:

The festival does not have special parking for the festival vendors. We have found that there is plenty of street parking, as well as several lots within 2 blocks of Clinton Square.

Utilities:

If you require utilities, please contact us and a Utilities Request Form can be provided. Please note: you will need to bring extension cords and power strips with you, they will not be provided. This form must be completed and submitted no later than June 5th.

Event Cancellation:

This is a rain or shine event.

Admission:

Admission to the festival will be free to the public.

Contact Information:

Juneteenth Festival
P.O. Box 973
Syracuse, New York 13201
Phone: 315.422-9400
Fax: 315.701.0068
Email: festival@syracusejuneteenth.org
Web Site: www.syracusejuneteenth.org

Festival Hours:

Saturday, June 19th 12:30 pm - 10:00 pm

Health Pavilion Hours:

Saturday, June 13th 1:00 pm to 6:00 pm

Section 1: Contact Information

Name of Business:
Contact Person:
Address:
City/State/Zip:
Telephone:
Fax:
Mobile No:
Email:



**OFFICIAL HEALTH
PAVILION APPLICATION**

Juneteenth Festival
 P.O. Box 973
 Syracuse, New York 13201
 315.422-9400
festival@syracusejuneteenth.org
www.syracusejuneteenth.org

Section 2: Description of Services to be promoted at the festival

Section 3: Rental Needs

- 10'X10' Tent...\$250
 10'X20' Tent...\$350

Section 4: Utilities

- I have utility requirements Please describe your requirements on the Utility Request Form.

Section 5: Payment Terms and Condition of the Agreement

<p>I have read and agreed to all the terms and fees listed above and the terms and fees listed in the Juneteenth Festival Health Pavilion Application 2010. Attached is full payment in the amount of \$150.00</p> <p>Vendor Signature: _____ Date: _____</p>	<p style="text-align: center;">For Official Use Only</p> <p>Payment Method: _____</p> <p>Forms Submitted: _____</p> <p>Insurance: _____</p> <p>Tent Permit: _____</p>
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DEPARTMENT OF ENGINEERING
 Facilities Management
 Stephanie Minor, Mayor

ELECTRICAL SPECIFICATIONS FOR SPECIAL EVENTS SUMMER OF 2010

EACH ORGANIZATION WILL NEED TO CIRCULATE THIS FORM TO ALL OF THEIR VENDORS. ANY QUESTIONS MAY BE ANSWERED BY CONTACTING LONNY BORNSTEIN AT THE CITY OF SYRACUSE'S ELEC. DEPT. AT 473-4407

The following is to be filled out by all vendors. Vendors should have their electrical request into the City Electrician no later than 1 week prior to their special event's scheduled date. For vendors that are involved in multiple events they will need to submit their requirements for each event. Every event is unique depending setup, power availability, and other logistics that are subject to change. Vendors that do not submit their requirements on time will have their electrical needs addressed last, **IF THERE IS SUFFICIENT TIME AND POWER REMAINING.**

EVENT THAT YOU WILL BE VENDING AT: Juneteenth Festival 2010, Clinton Square June 19, 2010

VENDOR'S NAME: _____ **CONTACT PERSON:** _____

TYPE OF VENDING: Juneteenth Health Pavilion **PHONE NUMBER:** _____

TYPE OF EQUIPMENT	1-3 PHASE	VOLTAGE	WATTAGE	AMPERAGE	QUANTITY

ANY EQUIPMENT THAT IS TO BE USED AT THESE EVENTS ARE SUBJECT AN ELECTRICAL INSPECTION, BY THE ELECTRICIANS WORKING THAT EVENT. IF THIS EQUIPMENT IS IN AN UNSATISFACTORY CONDITION (UNSAFE OR INCORRECTLY WIRED) THIS EQUIPMENT WILL BE DISCONNECTED OR NOT HOOKED UP AT ALL. THIS CALL IS MADE BY THE CITY ELECTRICIANS AND BECAUSE OF SAFETY REGULATIONS IS NOT NEGOTIABLE.