



# 29th ANNUAL TASTE OF NEW PALTZ

September 15, 2019

## GENERAL INFORMATION FOR Farm Market Section

### General Information

Date: **Sunday, September 15, 2019**

Time: **11:00a.m. to 5:00p.m.**

Location: Ulster County Fairgrounds, Libertyville Road, New Paltz, NY

Anticipated audience: 5,000 visitors from the surrounding region and Tri-State area

### General Guidelines

Space is limited to 30 restaurant/farm market/ food trucks; spaces are filled with vendors who submit completed applications and full payment, in the order in which they are received. When all spaces are full, additional vendor applicants will be placed on a waiting list; the Chamber will draw from the wait list should any contracted vendors be unable to participate.

Summary of Food & Farm Market Booth Activity: Vendor prepares and serves food to customers in \$3 and \$5 "Taste" quantities. Customers purchase "Tastes" from Vendors CASH. At the end of the event, Vendor keeps all cash received from patrons.

Provided:

1. A 16' deep x 10' wide area - Bring your own 10' x 10' pop up tent
2. Access to potable water, 100-volt electrical service and waste disposal facilities (no grease disposal available).
3. Free entry wristbands for the approved number of staff working for the Vendor at the event (number of staff must be provided to the Chamber by August 28, 2018).
4. Department of Health Temporary Permit application, to be completed by the Vendor and filed by the Chamber on behalf of the vendor. (No payment necessary; your permit fee is included in your booth fee .)

### **Food, Wine, Beer & Farm Markets**

**Chairperson: Jen Roe, Phone 845-255-0243**

**email: [Jen@newpaltzchamber.org](mailto:Jen@newpaltzchamber.org)**

Please make your check payable to:  
NEW PALTZ REGIONAL CHAMBER OF COMMERCE

New Paltz Regional Chamber of Commerce  
257 Main Street  
New Paltz, NY 12561  
845-255-0243  
[info@newpaltzchamber.org](mailto:info@newpaltzchamber.org)  
[www.newpaltzchamber.org](http://www.newpaltzchamber.org)





## Farm Market Information Sheet

Keep this information for your records.

### Farm Market Vendor Obligations:

1. Provide the Chamber with a Certificate of Insurance for \$1,000,000, naming the **New Paltz Regional Chamber of Commerce, the County of Ulster, and the Ulster County Agricultural Society** as additional insureds for the event of “Taste of New Paltz,” being held on September 17, 2018 at the Ulster County Fairgrounds on Libertyville Road, New Paltz. The Certificate of Insurance must be received at the New Paltz Regional Chamber of Commerce office by August 30, 2019.
2. Provide a menu of several “Tastes” costing \$3 or \$5 (no higher), which the Chamber must review and approve by August 30, 2019.
3. Post the approved menu at the Vendor’s booth clearly indicating to the customer what is received for the \$3 or 5 (i.e., size of container, ounces of liquid, number of pieces, etc.). The proposed menu must be received at the New Paltz Regional Chamber of Commerce office by August 30, 2019.
4. Farm Market Vendors may sell fresh produce (unprepared foods) to customers. Customers may purchase the produce directly from the Farm Market, using cash. In addition, Farm Market Vendors may serve prepared food to customers in “Taste” quantities, adhering to the guidelines set forth for Food Vendors.
5. Provide the Chamber with a list of the exact number of staff working for the Vendor at the event and to ensure that staff receive free entry wristbands. (Any staff arriving without a wristband will have to pay admission to enter the fairgrounds.) The vendor’s wristband request must be received at the New Paltz Regional Chamber of Commerce office no later than August 30, 2019.
6. Provide the Chamber with a list of power needs and to ensure that only 110-volt equipment will be used. The list must be received at the New Paltz Regional Chamber of Commerce office by no later than August 30, 2019.
7. Comply with all applicable New York State Health Department requirements for a Temporary Food Service Operation. The Chamber will file the applications on behalf of the vendors; **permit fee is included in Vendor’s booth fee.**
8. All food, supplies and equipment must be delivered to the assigned booth space by **9:30a.m.**
9. All vehicles not holding product must be moved off-site **by 9:30a.m.**
10. All Vendors must be prepared to serve \$3 and \$5 tastes to customers by 10:30a.m.
11. Use only the space and tables assigned to the Vendor; Vendor must bring additional tables and linens or rent additional tables and linens if more than three will be used.
12. **Provide food and maintain the booth until 5:00p.m. No Vendor may break down and leave early unless asked to do so by the Chamber.**
13. Ensure all garbage is bagged and placed at designated waste disposal bins; will dispose of wastewater at designated wastewater disposal locations; will remove and dispose of oil and grease off-site at an approved location; will place all recyclables at designated recycling bins. Any fines arising out of improper disposal practices will be the responsibility of the Vendor and must be paid in a timely manner.
14. Vendor agrees to keep the area in and around the booth clean during the day and to clean up the booth area at the end of the day; failure to do so will result in a \$100 fine payable to the Chamber, in addition to any disposal fines assessed by the Ulster County Fairgrounds. The Chamber will inspect each food booth area for cleanliness at the end of the event, and Vendor must pass inspection before departing.
15. Vendor will keep all cash paid to them from patrons.
16. Vendors may not “sublet” or share their booth space to another vendor without prior permission from the Chamber.
17. Vendors **may not** solicit donations or funds for organizations or charities in their booths.

New Paltz Regional Chamber of Commerce  
257 Main Street  
New Paltz, NY 12561  
845-255-0243  
info@newpaltzchamber.org  
www.newpaltzchamber.org





# Farm Market 2019 Application & Agreement

Business Name \_\_\_\_\_

Contact Name (print) \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail address \_\_\_\_\_

125.00 Member

150.00 Non-Member

*\*All booth fees are non-refundable.*

\_\_\_\_\_ I will require electricity for my booth (110v) (no additional charge) \_\_\_\_\_

I would like \_\_\_\_\_ additional table(s) @ \$20/table TOTAL = \$ \_\_\_\_\_

I have read, understand and agree to abide by the Vendor Obligations as set forth on the Guidelines and Information. I understand this Agreement and the application fee must be returned to the New Paltz Regional Chamber of Commerce in order to participate in the 2019 Taste of New Paltz. I further understand and agree that if I do not fulfill the requirements agreed to, I may be asked to leave the site of the 2019 Taste of New Paltz.

\_\_\_\_\_ Date \_\_\_\_\_

Vendor

PLEASE RETURN WITH FULL PAYMENT TO:  
**The New Paltz Regional Chamber of Commerce**  
 257 Main Street, New Paltz, NY 12561  
**845-255-0243.**



For office use only

Date rec'd: \_\_\_\_\_ Health Permit App. \_\_\_\_\_

Method: \_\_\_\_\_ Cert. of Ins. \_\_\_\_\_

Amount: \_\_\_\_\_

2019 Corporate Partners: Principal Partner-The Lalo Group; Leading Partner-RBT LLP, CPA'S; Craft Beer Guild of New York; Associate Partners-Gilday Creative; Supporting Partners-Sawyer Savings Bank; Ulster Savings Bank; Riverside Bank (A division of Salisbury Bank); Central Hudson Gas and Electric Corp.; Hudson Valley Federal Credit Union; The Law Office of James Yastion, PLLC; Fast Signs of the Hudson Valley; and Complete Benefit Solutions



# Farm Markets 2019 Application & Agreement Menu & Staffing Information

### Proposed menu for TASTE OF NEW PALTZ:

Item:	\$ per taste:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*(continue on back of form, if necessary)*

### Staffing for TASTE OF NEW PALTZ:

I will need \_\_\_\_\_ wristbands for my staff and myself.

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