



Dear Vendor:

Please find enclosed the 2009 Yorktown Festival & Street Fair Exhibit Space Agreement, Sponsorship Agreement and Participation Terms & Conditions. The Yorktown Chamber of Commerce, along with the Town of Yorktown is excited about the opportunity to promote local businesses here in Yorktown, as well as provide exposure to other businesses that serve Yorktown's residents. **The Festival & Street Fair will take place on Saturday, October 10th from 11am – 6pm** (rain date of Sunday, October 11th) along Commerce Street and Veteran's Road. The hours for set-up are 7:30am to 9:30am with the fair starting at 11:00am. **Please note that ALL vendors must remain until 6pm for the quality of the event; early break-down is prohibited.**

Yorktown will close parts of Commerce Street & Veteran Road to traffic, and up to 200 street vendors will transform the town into a giant mall! Entertainment and food will not be forgotten, with concerts at the gazebo, an antique car cruise, rides and cartoon characters for the kids, farmers market and so much more. We anticipate over 5,000 people to come out and join us for this great Yorktown Festival!

The competition for booth space has been great, we are confident that we will sell out. With that in mind, we ask each vendor to make a conscious effort to have an attractively decorated booth. Safety is important; your tent/canopy must be securely anchored to prevent from becoming a dangerous airborne projectile, due to the high winds that typically occur at that time of year by using sand bags, anchors, etc. All applications will be reviewed for compliance with stated guidelines prior to acceptance.

Confirmation letters will be e-mailed to all vendors 2 weeks prior to the Festival, with pre-event set-up instructions, vendor parking procedures, vendor check-in assignments and most importantly vendor break-down instructions, as all vendors **MUST** take their garbage and dispose of it in waste receptacles assigned to their area. Not following the break-down instructions will result in a \$75.00 Clean-up Fee. We look forward to partnering with you.

Sincerely yours,

Arlette Rossignol

Arlette Rossignol,
Yorktown Festival & Street Fair Co-chair

*The Yorktown Chamber of Commerce, PO Box 632 – Yorktown Heights, NY 10598
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