

Latham Colonie Columbiette Craft Fair

Vendor Registration Form/Contract

@ Latham Colonie Knights of Columbus

Show Date: Saturday, September 14, 2024
 Latham Colonie Knights of Columbus
 P.O. Box 221
 328 Troy Schenectady Road,
 Latham, New York 12110
 Contact: Kathy Majer
 @klmajer@outlook.com
 (518-272-8831)

Contact Information

Vendor Name:		
Business Name (if applicable):		
Address:		
City:	State:	Zip:
Phone: ()	Email:	
Do you represent a National Brand / type of merchandise you sell:		
Sales Tax: Vendors are responsible for collecting and paying NYS Sales Tax. To register for a NYS Certificate of Authority to collect sales tax, visit https://www.tax.ny.gov/bus/st/register.htm		

Space Rental Options:

Description	
Indoor and Outdoor covered 4x10 area \$25, with electric \$30	
Outdoor with your own popup with electric \$40	
Outdoor with your own popup \$30	

Reserve space, etc:

Show Date	Description (Please Check all that apply)	\$ Total
09/14/2024	<input type="checkbox"/> Indoor or Outdoor undercover (4'x10') \$25 (limited availability) <input type="checkbox"/> Indoor or Outdoor under cover (4'x10') w/electric \$30 (limited) <input type="checkbox"/> Outdoor (your own popup) with electric \$40 <input type="checkbox"/> Outdoor (your own popup) \$30 <input type="checkbox"/> Table (no charge) limited supply (one per vendor space) <input type="checkbox"/> 2 Chairs provided, no charge	
Non-Refundable Deposit		

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Knights of Columbus
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Latham, New York 12110

Schedule:

7:00 am — 8:45am	Vendor check-in and set-up
9:00 am — 3:30pm	Show open to public

Vendor Contract Details:

- *Standard Space rental does not include table(s). Eight-foot tables are available to reserve 1 per vendor space*
- *Confirmation of booth rental will be sent by email or mail after payment is received*
- *Show promoter (Latham Colonie Columbiettes) reserve the right to postpone or cancel a show due to COVID-19 concerns, unsafe conditions from severe weather or other unforeseen circumstances. In the event of cancellation, booth rental fee will be returned or credited to a future show.*
- *Items restricted from sale: firearms, ammunition, pornographic materials, food that is not pre-packaged.*
- *All booth space rental fees must be paid in full prior to setup. \$25 service fee for all returned checks.*
- *No refunds for reservations cancelled within 14 days of show date.*
- *Vendors are responsible for providing their own liability insurance and loss insurance coverage.*
- *Vendors shall defend, indemnify and hold harmless Latham Colonie Columbiette/ Columbian Society of Colonie, its owner, employees, volunteers, for any claim of bodily injury, illness, loss or damage suffered by any vendor, their employees, customers, agents or property.*

The undersigned, by affixing their signature below, agrees to abide by this contract and liability agreement.

Vendor Signature _____ **Date** _____

Please make a copy for your records and send completed and signed contract to the P.O Box address below, along with your payment by check or money order made payable to Latham **Colonie Columbiettes**

Latham Colonie Columbiettes
c/o Latham Colonie Knights of Columbus
P. O. Box 221
Latham, New York 12110
Attention: Kathy Majer