

WATKINS GLEN PROMOTIONS
VILLAGE CHRISTMAS
DOWNTOWN WATKINS GLEN



FRIDAY, DECEMBER 2, 2016
5 TO 8 PM

Rules and Regulations

- To assure a mix of variety and an even flow of traffic throughout Franklin Street, spaces will be assigned by Watkins Glen Promotions. Outside vendor spaces only.
- Seasonal decorations are strongly suggested for each booth.
- Participants are responsible for their own display equipment. Pop-up tent, tables, chairs, etc.
- **Low noise generators and propane heaters will be allowed. No electricity is available on the street. Audio levels must not interfere with an adjoining site.**
- **No solicitations of donations will be allowed.**
- A NYS Tax number is required to sell items during "Village Christmas". Must be displayed during event and Watkins Glen Promotions must have a copy on file. Questions concerning the NYS Certificate of Authority should be addressed to:
NYS Tax Department
Sales Tax Registration Unit
W.A. Harriman Campus
Albany, New York 12227
Within New York – 1-800-225-5829
- Organizations planning food booths must submit a NYS Department of Health Food Service Permit. Questions concerning food permits should be directed to the NYS Department of Health at (607) 324-8371.
- All vendors must provide a Certificate of Insurance evidencing general liability coverage at a minimum of \$1,000,000. The Certificate of Insurance must name Watkins Glen Promotions, Village of Watkins Glen and Schuyler County as additionally insured. Insurance is mandatory and no one will be allowed to participate without proper documentation
- Inclusion in the festival's policy is available for non-food vendors lacking the proper insurance. Call for more information.
- Your contract along with necessary paperwork and payment must be received by Friday, November 13th. If you have any questions, please contact Carole at (607) 535-3003 or by e-mail at Events@watkinsglen.com.
- Set-up time begins at 3 pm. Immediately upon unloading, please remove your vehicle to a municipal parking lot. All vehicles must be off Franklin Street by 4 pm.