



2019 America's Grape Country Wine Festival Crafter Requirements

August 2nd-4th, 2019

FESTIVAL DATES: Friday, Saturday and Sunday – August 2nd, 3rd and 4th, 2019 (rain or shine!)

LOCATION: Chautauqua County Fairgrounds – Dunkirk, NY 14048

HOURS:

Set up: Friday 12:00 PM to 6:00 PM **or** Saturday 8:00 AM to 10:30 AM

Kick off Party: 6:00 PM to 10:00 AM **Theme:** Wine in Paradise Bash!

Show times: Saturday 11:00 AM to 6:00 PM **and** Sunday 12:00 PM to 5:00 PM

Teardown: Sunday 5:00 PM to 9:00 PM ****NO EARLY OR MONDAY TEARDOWN****

PROVIDED:

- 10'x10' booth or 10'x20' booth
- 1 skirted 8' table (30" high)
- 2 ice tickets per day
- 3 wristbands per 10' booth
- Wine pick-up service

***RESERVE SPOT IN TASTERS GUIDE BY JULY 5, 2019**

CANCELLATION POLICY: 50% refund if cancelled by May 4th, 201 (90 days prior to festival.)
No refund will be given if cancelled after this date. **SUB-RENTING IS NOT ALLOWED.**

POWER/UTILITIES: Electrical services are available for a fee of \$25.00. Vendors are expected to bring any power strips needed to accommodate their order. Water hook-ups are available upon request.

SECURITY: The building will be locked up overnight, but you are responsible for your own personal belongings. The Chautauqua County Fairgrounds and America's Grape Country Wine Festival accept no responsibility for lost or stolen property.

FIRE: You **must** provide a fire extinguisher at your booth.

RETURNING VENDORS: Space is limited inside of vending halls. If you would like the same space you had last year, please register as early as possible. *Space is available on a first come, first serve basis*

WORKER ENTRY AND TASTER BANDS: Each vendor will receive the number of wristbands indicated on the entry form for each worker they have attending. These are for WORKERS ONLY. If there are changes or additions after the entry form is submitted to us, please contact AGC staff at least one week prior to the event.

TASTER'S GUIDE: AGC will be distributing a Taster's Guide which will provide each winery with space for all information regarding the presented wines, the winery itself, and tasting notes. In addition, **vendors can choose to place an ad in the Taster's Guide. Pricing and size sheets will be available.** All print work is required by **July 5th, 2019** to be included in the Taster's Guide.

LICENSES/PERMITS/INSURANCE REQUIREMENTS FOR AGC WINE FESTIVAL

Special Licenses/Permits:

- Crafter/Agricultural Producer agrees to operate in accordance with regulations set forth in New York State. Each Crafter/Agricultural Producer is responsible for obtaining all necessary permits related thereto.

Sale Tax/Use Tax Certificate:

- The Crafter/Agricultural Producer is responsible for paying all applicable federal, state and local taxes. Crafter is required by law to obtain and display a valid New York State Certificate of Authority to collect New York State Sales and Use Tax.

Certificate of Insurance Requirements:

- We require insurance coverage in the amount of \$1,000,000 general aggregate and/or a combined single limit of not less than \$1,000,000 for each occurrence. The Chautauqua County Fair Association, Merritt Estate Winery, The City of Dunkirk, and America's Grape Country Wine Festival, along with their employees, officers, board members, and volunteers in respect to America's Grape Country Wine Festival should be named as Additional Insured on the certificate of insurance.

Workers' Compensation & Disability Insurance:

- You must carry at least the minimum Workers' Compensation Insurance and Disability Insurance required to comply with the law of the State of New York. If you do not have employees, a statement must be signed to this effect.

REQUIRED BY JULY 5th, 2019

- Signed form & contract
- Rental Fee
- Copy of New York State Sales and Use Tax Certificate
- Certificate of Insurance OR hold harmless agreement
- Workers' Compensation Insurance Certificate

Mail To:

**America's Grape Country Wine Festival
2264 King Road
Forestville, NY 14062**

**For more information or questions contact us at: 800.965.4834 OR
megan@merrittstatewinery.com**