



Allentown Fall Festival 2017 Artist Application

October 14th, 2017
10:00 am - 6:00 pm
Allen Street (Main to Delaware)
Buffalo, New York

The Allentown Fall Festival is produced and presented by the Allentown Association. We are a community association focused on the historic preservation, business development and beautification of our unique Allentown neighborhood.

The mission of the Allentown Fall Festival is to showcase local artisans and craftspeople in an affordable and high profile venue, highlight Allentown businesses, and promote the Allentown neighborhood.

GENERAL FESTIVAL INFORMATION

Vendors will be allotted a booth space that is 10' wide x 10' deep for the festival.

We have a special price for booths. Allen Street spaces are \$95.00 This includes the City of Buffalo fee.

The Fall Festival Committee will review all applications and select vendors to ensure a wide variety of unique arts, crafts and food offerings with an emphasis on local artisans and craftspeople.

All vendors must have the permission of the Allentown Association to exhibit in the festival area for this day. The City of Buffalo will NOT grant a permit to any person seeking exhibit space without the Association's consent.

The Festival will be located on Allen Street from Main to Delaware.

The sale of items not approved may be cause for removal from festival area without a refund.

GUIDELINES

The Festival runs from 10 AM to 6 PM on October 14th. Exhibitors are agreeing to be present for the full hours of the festival.

Booths must be closed for business at 6:00 PM and be removed from the street by 8:00 PM on that night as the street must be re-opened for traffic. Set up can begin starting at 6:00 AM. Vehicles MUST BE REMOVED from the street NO LATER THAN 9:00 AM.

The street will be closed to traffic from 6 AM to 10 PM on October 14th.

Please be reminded that regulations require you to:

- display your permit (after receipt from Allentown Association on the day of the event),
- display the Flame Resistant Certification typically sewn into the corner of your tent
- have a 10-B:C fire extinguisher.

All exhibitors who sell at shows in New York State are required to collect New York State sales tax. A "Certificate of Authority" may be obtained by calling the NYS Dept. of Taxation and Finance at 1-518-485-2889.

Please be sure all materials are removed and trash put in receptacles.

IMPORTANT DATES

Application and fees must be sent to the Allentown Association postmarked NO LATER THAN August 26th, 2017 in order to be considered for this year's festival.

Notification and terms of acceptance will be sent on September 9, 2017. If you are not chosen for this year's festival your fees will be returned.

Fees will not be returned if you withdraw from the festival after September 9, 2017.

QUESTIONS ?

If you have any questions or need additional information, please contact Chris Poole, Allen Fall Fest

Coordinator, by leaving a message at the Allentown Association at 881-1024 or allIntown@localnet.com



APPLICATION

Please complete this application and send to the Allentown Association 61 College Street Buffalo, NY 14201. The application must be postmarked by August 26, 2017 and include the \$95 fee. Fees will be returned if not selected.

Include:

- Application
- Check or money order
- Photograph of your booth or your main body of work
- SASE if you wish for your visuals to be returned

Allentown Association Use:

Date R'cvd: _____

Check # _____

Amount \$ _____

Booth # _____

Name: _____

Address: _____
Street City State Zip

Phone: (____) _____ E-Mail: _____

Tax ID # _____

Detailed Description of Arts or Crafts:
