

Village of Montgomery
133 Clinton Street PO Box 116
Montgomery, NY 12549
845-457-9661

June 1, 2011

Dear Food Vendor:

The Village of Montgomery is making plans for our 22nd Annual **GENERAL MONTGOMERY DAY** to be held September 10, 2011. We are seeking participation of various types of food vendors, but no one will have an exclusive on food or vendor spots.

The Village is planning a full day of activities including a parade, all-day band concerts and entertainment, historic displays, a soap box derby, fireworks and a large variety of antique and craft dealers.

The streets of the downtown area of the Village will be blocked off to accommodate all the activities and vendors. Village Food vendors will set-up in front of their Village business. We will also have space available for food vendors in the *new* Food Court, located in the Municipal Parking lot in the center of all activities. **ELECTRICITY AND CLEAN WATER SUPPLY** will be your responsibility. Please provide a trash barrel for any waste created by your food preparation; including grease! The Village will provide trash barrels for your customers.

The *Non-profit Food* Vendors fee on this date is **\$150.00 per spot** and space rentals will be assigned to accommodate size of food trailers/trucks and to alleviate food duplications. This day is well publicized and over the years we have had as many as 25 thousand people in attendance.

We would like to have you participate in this year's **GENERAL MONTGOMERY DAY**. Please submit your application with a check for the fee indicated along with your certificate of Insurance indicating the Village of Montgomery and the General Montgomery Day Committee as an additional insured to my attention at the above address no later than August 19, 2011 .Applications will not be accepted after this date. Only the food specifically listed on the attached application will be allowed to be sold on **GENERAL MONTGOMERY DAY**. **THERE WILL BE NO RAIN DATE**.

If you have any questions, please call Rose Griffith, 457-9661 during the day. If you need a permit to serve food, you must call 845-291-2331, Orange County Department of Health.

Sincerely,

David A. Griffith
Chairman

Attn: Food Application

Montgomery Day Food Vendor Application
Village of Montgomery
133 Clinton Street
P.O. Box 116
Montgomery, N.Y. 12549

NON-PROFIT BUSINESS

Your Name

Your Address

Phone #

What is the size of your Vehicle Length_____Width

How many spots will you need? (Each spot is 9 Feet x 18 Feet)

_____1 spot is \$150.00

_____2 spots is \$300.00

CHECK #_____AMT ENCLOSED

IMPORTANT !! NO ITEMS OTHER THAN YOUR CONTRACTED FOOD PRODUCTS SHOULD NOT BE SOLD. No Silly String, No smoke bombs, light bands, etc.! The Village of Montgomery reserves the right to shut down any Food Vendor not following the requirements.

CLOSING TIME FOR ALL FOOD COURT VENDORS IS 9:00 PM

YOU MUST RETURN APPLICATIONS BY AUGUST 19, 2011

Please include:

- 1. COMPLETED APPLICATION AND YOUR CHECK MADE PAYABLE TO THE VILLAGE OF MONTGOMERY.**
- 2. APPLICATION FEE PLUS A SEPARATE CHECK FOR \$100.00 FOR CLEAN-UP DEPOSIT. CLEAN UP FEE WILL BE RETURNED IF SPACE IS LEFT CLEAN AND WASTE FREE**
- 3. A CURRENT CERTIFICATE OF INSURANCE SHOWING THE VILLAGE OF MONTGOMERY AND THE GENERAL MONTGOMERY DAY COMMITTEE AS AN ADDITIONAL INSURED FOR SEPTEMBER 10th.**
- 4. ADDITIONAL PARKING FEE OF \$5.00 IF NEEDED**