



DRUMS ALONG THE HUDSON®: A NATIVE AMERICAN FESTIVAL

Lotus Music & Dance

109 West 27th Street, 8th Floor

New York, NY 10001

212.627.1076 x 18 (tel), 212.675.7191 (fax)

dah@lotusmusicanddance.org

www.drumsalongthehudson.com

Drums Along the Hudson®: A Native American Festival

Sunday, May 22, 2011, 11am – 6 pm

Shorakapok (Inwood Hill Park), 218th Street, New York, NY

(4 Blocks West of Broadway)

Rain or Shine

FREE

Dear Vendor:

Drums Along the Hudson would like to invite you to participate as a vendor at our Ninth Annual Festival held on **Sunday, May 22nd, 2011**. Co-sponsored by Lotus Music & Dance and The New York City Department of Parks and Recreation, the event is free to the public, and attracted about 5,000 – 7,000 visitors last year. WABC-TV 7 will advertise the event for approximately one month beforehand, which is expected to result in an increased attendance of 7,000 - 10,000+.

Enclosed you will find a vendor application. Please read through the application carefully and complete all parts to secure your space. Only applications accompanied by the following will be considered:

- A signed agreement
- A completed application
- A check, money order, or valid credit card number for the full value of a space

The deadline for applications is **April 15th, 2011**. Space is limited and applications will be honored in the order that they are received. Approved vendors will be notified promptly; notification will include a copy of the signed application and NYC Parks Driving Rules.

Please contact us at Lotus Music and Dance for more information, by phone or by e-mail:

Carl Nelson – (212) 627-1076 ext. 18 or dah@lotusmusicanddance.org

Visit www.drumsalongthehudson.org for photos, video clips, and more from past festivals.

Carl Nelson

Drums Along the Hudson

Producer



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VENDOR APPLICATION

NON - PROFIT TABLE _____ \$100

CRAFT VENDOR

Early Bird (Sign up by April 1st): \$250 per space X _____ Spaces=\$ _____
Regular (Sign up by April 15th): \$300 per space X _____ Spaces = \$ _____

FOOD VENDOR

Early Bird (Sign up by April 1st): \$450 per space X _____ Spaces=\$ _____
Regular (Sign up by April 15th): \$500 per space X _____ Spaces = \$ _____

All vendor spaces are 10' x 10'. Vendors may purchase 1 or 2 spaces.

Vendors may also take out ad space in the Drums Along the Hudson program at reduced rates.

Contact Lotus Music & Dance for details

Date: Sunday, May 22, 2011

11 AM-6 PM Rain or Shine

CRAFT _____

FOOD _____

FOOD VENDORS ONLY:

ABC/ and/or Dept. of Health Certificate # ('s) _____

ABC/Department of Health certificates must be displayed at all times during the festival. Photocopies of certificates should be mailed to Lotus Music & Dance with completed applications and payments.

COOKING ONSITE? Yes _____ No _____

If bringing propane, how much? _____

(Information is to ensure compliance with NY Fire Dept. regulations.)

VENDOR NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

DAY PHONE _____ EVE PHONE _____

EMAIL _____

CREDIT CARD: MC VISA # _____ Exp. Date _____

Required: Description and Price Range of Merchandise.

Vehicle Permit Information: (Permit required to drive any vehicle onto park property; vehicle must be removed **immediately** after merchandise is unloaded. If renting a vehicle, provide rental company and as much information as possible):

Make, Model & Color:	License number:
State of Registration:	Name of Owner:

VENDOR AGREEMENT

DISPLAYS & CLEAN-UP:

All vendors must provide their own tables, chairs, tents, equipment, containers, water, ice, and trash receptacles. NYC Dept. of Parks and Recreation prohibits the use of staked tents in the park. Displays must be attended at all times, kept in good taste, maintained, and cleaned up completely at the conclusion of the festival. Vendors must provide their own trash bags and are responsible for removal and disposal of refuse.

PARKING:

No vehicles will be permitted on park grounds between 10:30AM and 6:00PM Only one vehicle per vendor will be permitted to enter the park. Unauthorized vehicles will receive a summons and be towed at the owner's expense.

SET-UP:

The Park will open at 7:00 AM for vendor set up. **Vendors will cue up on Seaman Ave. & Isham Road** and, under the direction of Park Supervisors, will enter the vendor circle. Unloading must be completed **no later than 10:30 AM**. As soon as the vehicle is unloaded, it must be removed to the designated off-site vendor parking area. Exiting vendor vehicles will be directed by Parks personnel to the exit at 215th St. and Indian Road. Vendors should be prepared to sell from 11AM until 6PM.

BREAK-DOWN: No vendor vehicle will be permitted to re-enter the park for breakdown until the site has been completely disassembled and is ready to be loaded into the vehicle. Parks Supervisors will confirm readiness before a vehicle is allowed to re-enter. Vehicles must depart the park immediately upon packing (as directed by Parks personnel). **All items removed from the park by 7:00PM.**

VENDOR SALES:

Only vendors selling hand-crafted (non-manufactured) items will be considered. Native American vendors who would like to demonstrate a craft in the exhibition tent are encouraged to call the Lotus Music & Dance Studios. No sale of food or beverages is permitted at craft tables. **Alcoholic beverages are not permitted in the park.** NYC Department of Parks and Recreation provide trash cans for customer debris only. Use of grease, oil and charcoal must be kept to a minimum and controlled. **All fires must be extinguished thoroughly and vendors must remove all used material and debris from the park premises. Dumping of any substance is illegal.** If a food vendor intends to use propane, the amount of propane being brought on-site must be specified in the vendor application.

DAMAGES TO PROPERTY:

Vendor vehicles must remain on paved paths at all times. Damage, caused by vendors, to trees, lawns or any other Parks property will result in fines.

GLASS BOTTLE PROHIBITION:

The sale of beverages in glass bottles is strictly prohibited on NYC parkland

GROSS RECEIPTS:

Vendors must submit a statement of Gross Receipts within five (5) days after the end of the event.

Gross Receipts shall include all funds received by the vendor without deduction or set-off of any kind, from the sale of food, wares, merchandise, admission, or services of any kind, resulting directly or indirectly from the operation of this agreement, provided that Gross Receipts shall exclude the amount of any Federal, State or City taxes which may now or hereafter be imposed upon or be required to be paid by the vendor as against its sales. Gross Receipts shall include any orders, directly or indirectly at the event, although delivery of the merchandise and order may be from without any premises, and shall include all receipts for services to be rendered outside thereof; all sales made or services directly or indirectly from the event shall be construed as made or completed therein even though payment of the amount may be made at some other place, and although delivery of merchandise sold or services rendered directly or indirectly upon the event may be made other than at the event.

Gross Receipts shall also include sales made for cash or credit (credit sales shall be included in Gross Receipts as of the date of the sale) regardless of whether the sales are paid or uncollected, it being the distinct intention from all sources from the operation of this agreement shall be included in Gross Receipts.

VIOLATIONS:

Any applicant who violates **any** of the terms and conditions of this application may lose the privilege of participating in the event, without refund, and may be subject to summons or fines (or both) in accordance with the regulations of the New York City Department of Parks and Recreation.

LIABILITY:

All vendors must be in compliance with New York City and State tax and Department of Health regulations, and will be required to show proof of such compliance.

PAYMENT:

Checks and money orders should be made payable to **Lotus Music & Dance.**

All payment must be made in U.S. currency. Approved vendor payments are non-refundable

Acknowledged and Agreed

Acknowledged and Agreed

Vendor Signature: _____ Lotus Signature: _____

Carl Nelson, Producer, Drums Along the Hudson

Vendor Name (please print) _____