

VILLAGE OF SCOTIA

4 N. TEN BROECK ST., SCOTIA, NY 12302 PHONE: (518) 374-1071 FAX: (518) 374-0542

Permit Application # _____

Application for Vendor Permit & Vendor Permit Tag

All applications must be filed at least 10 days before permit is needed.
Separate application required for each applicant. All information must be completed.

Name of Applicant _____

Last Name

First Name

Middle Initial

Social Security Number _____ Date of Birth _____

Home Address _____

Number

Street

Town

State

Zip Code

Phone number where you can be reached during the day _____

Business Name _____

Primary Contact (required) _____

Name

Phone

Primary Contact Email (required) _____

Business Address _____

Number

Street

Town

State

Zip Code

Business Federal I.D. Number _____

Description of vending device(s) to be used by applicant in operating business for which permit is requested:

Nature of goods or services applicant desires to vend: _____

*****SALE OF PARTY STRING, STINK BOMBS/SPRAY OR SNAPS/PARTY POPPERS IS STRICTLY PROHIBITED*****

Describe method of distribution: _____

Vending Date(s)	Vending Booths /Carts Etc.	Vending Location	Number of Vendors Operating Booth/Cart
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The following items are annexed to and made a part of this application:

1. Proof of identification as follows:
 - a. Photocopy of driver's license, ID or U.S. Visa **and**
 - b. Photocopy of business Federal Tax I.D. certificate
2. Certificate of Sealer of Weights and Measures (that all weighing and measuring devices to be used by the applicant have been examined and approved). All food vendors must have a Schenectady County Public Health Services permit.
3. Liability insurance policy, underwritten by an insurance company acceptable to the Village of Scotia, naming the Village as an additional insured on a temporary rider or otherwise, in the amount of one million dollars (\$1,000,000).
4. Proof of Worker's Compensation and disability benefits insurance coverage or waiver CE-200.
5. Proof of permission from property owner or minutes from correlating board meeting.

REPRESENTATIONS OF APPLICANT

Last municipality worked _____ Date _____

Are there any legal actions now pending against you or the firm you represent? _____

Signature or Applicant _____ Date _____

being duly sworn, deposes and says that he/she is the applicant named and described in the foregoing application by him/her subscribed; that he has read the foregoing application and knows the contents thereof; that the same is true to the knowledge of deponent, except as to matters therein state to be alleged on information and belief, and that as to those matters he/she believes to be true, deponent further states that he has read and is familiar with all of the provisions of "Village Ordinance, Chapter 232, entitled Transient Merchants" and shall comply with the provisions thereof in the Village of Scotia, New York. The applicant authorizes the Village of Scotia to conduct any necessary investigation prior to issuing the permit requested

Rev. 3/5/14

INDEPENDENCE DAY VENDOR ADDENDUM

Preferred Vendors:

- Food vendors that expand existing food options, including tacos, street fare, BBQ, sandwiches and subs, pizzas, vegetarian fare, and ethnic and specialty foods
- Beverage and soft drink vendors
- Snack and dessert vendors
- Craft vendors that sell a variety of handmade or artisanal products
- Novelty vendors selling glow sticks and light-up toys

Vendor Fees:

(Includes up to 4 vendor tags, additional tag holders will be \$5 each.)

\$50 | Registered 501(c)3, qualified youth, civic, fraternal, or service organization.

\$75 | Village-based business

\$250 | Non-Food Vendor

\$350 | Food Vendor

Additional Information:

- All vendors must comply with local health and safety regulations.
- Vendors distributing food MUST secure all appropriate food safety permits.
- Vendors must provide their own power and potable water.
- Vendors are assigned a 10x10 space in a designated vendor area.
- Booths must be attended at all times. Vendors are NOT permitted to move or vend outside of their assigned location during the event.
- All vendors are responsible for their own tents, tables, and chairs.
- All vendors must set up during the designated time between 2:00pm and 3:30pm. Vehicles are not permitted in the park after 3:30pm.
- We require each vendor to show proof of at least \$1,000,000 in insurance. The Village of Scotia must be listed as additionally insured. Please include a copy of your certificate of insurance with your application.
- All permitted vendors must be at least 18 years old. Any person under 18 working at a booth must be accompanied by a permitted vendor.
- All vendor applications are due no later than 10 days before the event.

Prohibited Items:

- Alcohol, tobacco, cannabis, and vape products.
- Certain amusements including snaps, party poppers, party and/or silly string, stink bombs/spray, or any other similar amusements that create litter.
- Incendiary novelties including fireworks, firecrackers, or sparklers.
- Guns, ammunition, knives, swords, or any other items that may be used as a weapon including BB guns, pellet guns, and water pellet or gel guns.
- Fake or toy guns, knives, swords, or weapons.
- The sale or display of any symbols of hate as defined in New York State Law.

The Village of Scotia reserves the sole right to restrict vendors or request removal of any products that it feels are not suitable.