

VENDOR APPLICATION

The Hammond Historical Museum's Scottish Festival

**Please complete this form & mail* by April 30th.
Send \$25 registration fee by June 30th to:**

Hammond Historical Museum
PO Box 107
Hammond, NY 13646

Festival Hours: 10-4or5 pm (closing hour not fully decided) / **Set-up Time: 8 AM /**
Take Down: 4or5 PM

Name: _____

DBA: _____

Email address: _____

Phone: _____

Scottish Themed Item(s) _____ *please send photo(s)*

NYS Tax ID number _____

Please write a brief description about your business/crafts that can be included in a flyer that will be available at the festival.

I have read and will comply with the rules and regulations that are at www.HammondMuseum.com. I grant the Hammond Historical Museum the right to use my name, likeness, voice, and photographs for the Scottish Festival promotional purposes.

Signed: _____ Date: _____

Thank you for your interest in our Festival!

Over 700 people attended our first Scottish Festival in 2019. If you are interested in selling goods at our event there is an entry fee of only \$25.00. If we receive your entry fee and completed application before July 1, 2019 you will receive a detailed festival map showing your location, and list of festival events.

Please complete the [VENDOR APPLICATION FORM](#) and return it to us ASAP.

There are a few requirements for all vendors at our Scottish Festival, listed below. We look forward to viewing your product(s) and having you be a part of the celebrations this year!

Please note: we are a rural community, historically based, non-profit organization.

VENDOR REQUIREMENTS:

1. Complete [Vendor Form](#) by April 30th. Pay entry fee of \$25.00 by June 30th.
2. Have at least one Scottish themed item to sell all day. (Send photo)
3. Make sure that we have your contact information (cell phone number and email) to send details and to be notified in case of terrible weather.
4. Bring your own table, wind safe canopy, chairs, drinking water (Museum water is not drinkable)
5. NY State Tax ID number.
6. Arrive and set up between 8-9:00am. No cars on the lawn after 9am.
7. Stay set up until 4 or 5pm closing. Then clean up/take down after closing.
8. Use outdoor facilities. (Museum restroom is restricted.)
9. Have a certificate of insurance mailed to the Hammond Historical Museum (Insurance can be obtained for little or no cost as a rider onto your homeowners insurance)