

# 18th Annual Coventry Blueberry Festival ~ Saturday, July 26th 2025

taking place at the Coventry Town Hall

located at 1839 NY-235, Greene, NY 13778

Coventry Events Committee invites you to apply for a 10' x 10' vendor space in beautiful Coventry, New York for the 18th Annual Blueberry Festival! It is our goal to gather a variety of locally skilled artisans, budding small businesses, antique collectors, and much more for festival guests to browse, shop, and enjoy. Approved vendors are encouraged (but not required) to include blueberry themed merchandise in their inventory.

## COVENTRY EVENTS VENDOR TERMS & CONDITIONS

Vendors are required to check-in upon arrival and prior to set up. Unless otherwise published in arrival instructions, setup time begins 1.5 hours prior to the advertised start time of the event and you should arrive at least 30 minutes prior to the markets advertised start time.

Vendors are expected to remain setup until the advertised ending time of any event, the only exception being emergency circumstances (such instances may include bad weather or low foot traffic for a lengthy period). If you know you are going to be unable to stay for the duration, please make note of this or consider making arrangements to share the space so it is not empty for any portion of the market.

If an emergency arises for you, making you unable to fulfill your merchant obligations, it is asked that you notify via email, within 48 hours of market start time (if possible) This way we may attempt to fill your space.

Merchants should display any business licenses, permits and IDs required by county, state and federal laws (this is the responsibility of the individual vending parties). The sale of age restricted items is prohibited without proper licensing (tobacco products, CBD, alcohol, etc). Absolutely no sale or distribution of confetti, silly string or fireworks.

Food/Drink vendors must be licensed and insured. If you do not present yourself as a food vendor on your application and you do attempt selling food/drink items, you will be asked to discontinue food/drink sales OR leave the event. Sales consultants for food companies may offer samples but must provide a secured bag or can for trash. As a general rule, food/drink vendors should be self-sufficient and tote their own required utilities including electric, sanitation/water, refrigeration, trash collection and removal, etc. Please show courtesy to fellow participants. Smoking in the market area is prohibited, please use designated parking area(s) for smoke breaks.

Following your registration, you will be contacted via email. By submitting payment following the reading of these terms and conditions, you are agreeing to and acknowledging all above mentioned terms and conditions. You also acknowledge that terms and conditions are subject to revisions, which will be available no later than at the time of arrival instructions in the week leading up to any event/festival.

You read and understand that vendor equipment, inventory, and personal property are not covered by the event planners or event hosts liability insurances; Should this coverage be desired it must be purchased independently.

Email any space transfer requests, special notices such as allergies or illnesses, requests to be near restrooms or to have a handicap parking option and other questions/concerns to Melissa at [blueberryfest@coventryevents.org](mailto:blueberryfest@coventryevents.org)

If you are anticipating an email from us but you are not seeing it in your inbox, please check your spam folder! If you see us in there, mark it "Not Spam" and our emails should start showing up in your inbox. Please feel free to reach to [blueberryfest@coventryevents.org](mailto:blueberryfest@coventryevents.org) with any questions, concerns, or special requests.

**PAYMENTS:** SHOULD BE MAILED IMMEDIATELY TO RESERVE YOUR VENDOR SPACE IN THE FORM OF CHECK OR MONEY ORDER TO: **Coventry Events Committee, 1839 NY-235, Greene, NY 13778,** **Memo: BBF18.** AMOUNT DUE: \$20.00 for one 10x10 spot or \$40 for two 10x10 spots.

## Pay in-person in the month of April at 1839 NY-235, Greene, NY 13778

April 13th, 10am to 2pm - during Maple Fest

April 16th, 10am to 1pm - during a committee pop-up office

April 19th, 1pm to 4pm - during Annual Easter Egg Hunt

**Complete the form with your information on the other side to send with your payment.**

**18<sup>th</sup> Annual Coventry Blueberry Festival Appliant Information**

**Have you vended with Coventry Events Committee before?** Yes\_\_\_\_ No\_\_\_\_

Vendor Contact Name: \_\_\_\_\_

Vendor Email Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Briefly describe or list your offered goods / services: \_\_\_\_\_

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**Are you interested in pre-ordering BBQ Chicken Halves**

(without sides – sides available at participating food trucks) Yes\_\_\_\_ No\_\_\_\_ Unsure\_\_\_\_

*If you would like to see your business featured online during our event promotion, please email a logo or business card and your web link to the event email address on the terms and conditions.*

**Emergency Contact**

Name and relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Addition notes / requests: \_\_\_\_\_

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