

A Call for Vendors of Craft & Gift Items



Mill Neck Family of Organizations will hold its **Annual Fall Harvest Festival**, on Saturday and Sunday, October 8 & 9, 2016, from 9 am to 5 pm. Located on Long Island's North Shore, the Festival draws over 20,000 visitors annually. Our Country Crafts vendors—offering handmade items and holiday gifts, are one of the Festival's main features. We are looking forward to another successful year and hope that you can join us. Please submit the enclosed application ASAP.

For more information, please call:
Maura Burns at (516) 628-4204
or email mburns@millneck.org

Vendor Information

• **Space Specifications:**

You will be assigned an *outdoor* space (10'x10') with a table and two chairs. Vendors are responsible for bringing their own canopy or tent. (We can provide a tent for an additional \$50.00)

• **Price:**

A non-refundable fee of \$350 for the two days will be due once vendors are selected and a certificate of insurance must also be provided prior to the event.

• **Set-up:**

For your convenience, tents or canopies can be set up on Friday afternoon, October 7, from 1:00 - 4:30. Merchandise set up is Saturday morning, at 8 am.

• **Advertising:**

A favorite tradition on Long Island, advertising is extensive, including newspaper ads and direct mail.

• **Security:**

There will be minimal security. Mill Neck Manor will not be responsible for any merchandise left overnight. Tents may remain up, and merchandise may be left overnight at your own expense.

• **Late Registration:**

There will be a late registration fee of \$100 for any vendor who submits payment after Sept. 16, 2016.



**Mill Neck Family's
Fall Harvest Festival**

October 8 & 9 • Mill Neck, NY

Application for Country Crafts



1. Please fill in all the information below.
2. Submit this application, with a photograph of your craft and booth (non-returnable and fax not acceptable.)
3. You will be contacted about the status of your application soon after it is submitted. If your application is selected, you will receive a confirmation letter, contract, payment and other important information. **Payment must be received by September 16, 2016 or a late fee of \$100 will incur.** *Please make sure you leave enough time for this application to be processed and contract to be sent to you so as not to be charged the \$100 late fee.*
4. If you have any questions, please contact Maura Burns: (516) 922-4204 or mburns@millneck.org.

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone#: _____ **Tax ID#:** _____

Description of Craft(s): _____

All Vendors are outside. Electricity is NOT AVAILABLE.

Return to: Maura Burns
Mill Neck Family of Organizations
Frost Mill Road, P.O. Box 12
Mill Neck, NY 11765



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