



May, 2019

Dear Vendor,

Congregation Agudat Achim presents the 41st Annual Carrot Festival scheduled for Sunday, September 8, 2019 from 10:00 a.m. until 4:30 p.m. We are inviting you to take part in this fall tradition by being a vendor.

As always, this year's Festival will include delicious food, fun activities for children (including the "touch-a-truck" area we added last year), a community service tent, a farmer's market with locally grown produce, a pet adoption clinic, lots of carrot cake, and of course, plenty of fabulous vendors! Music and entertainment will be scheduled throughout the day, including a special afternoon concert by The Refrigerators. Keep an eye on our Facebook page as exciting updates will continue to be posted!

Handmade items are great, as are commercial sales i.e. Tupperware, Pampered Chef, etc. We limit one vendor per company, and 15 jewelry vendors. We reserve the right to select all vendors and types of items sold at the Festival. NO USED, RESALE, CONSIGNMENT OR FLEA MARKET ITEMS MAY BE SOLD ON OUR PREMISES. Money will not be refunded if your description is not accurate and violates rules of the Festival. Pricing remains the same as it has been since 2016.

RESERVATIONS: Your craft booth will be reserved by sending:

1. Reservation Form for Vendors
2. Signed Vendor Agreement Form
3. A copy of your tax certification
4. Your check made out to Congregation Agudat Achim
5. Space assignment will be emailed to you approximately one week prior to Carrot Festival. If you prefer a paper notice, please enclose a SASE (self-addressed and stamped envelope) for this purpose.

Although we expect a beautiful sunny day for the Festival, both indoor and outdoor spaces are available:

- Outdoor spaces are 10' x 10' and cost \$60. (You can bring a canopy in case of rain.)
- Indoor spaces are 7' x 9' and cost \$70.
- Tables are not available. Please bring your own tables, no longer than 8 feet.
- Chairs will be provided free of charge.
- End spaces can reserved for an additional \$5.
- Electricity will be provided for an additional \$5 (indoors only).
- Reservations received by July 1 will receive a 10% discount on the reservation fee.
- Reservations received after August 15 will be charged \$15 extra.

**ARRIVAL TIME and PARKING:**

Vendors and crafters may begin setting up at 8:00 AM and should be ready by 10:00AM. You will be directed to a parking area for vendors. After unloading your merchandise, please move your car to a parking space. Vehicles are not permitted to park along the west side of the exit driveway. Remember, customers need to have the best parking spaces!

**SPACE ASSIGNMENT:**

A map and space assignment will be sent in your email approximately one week prior to the Festival. Please do not encroach upon space that was not assigned to you. If you need two or three spaces, you may reserve them with the application. Spaces will be assigned based on the order in which they are received in the mail.

**CLEAN UP:**

You are responsible for keeping your booth clean both during and after the Festival. Remember: Tidy grounds and booths attract shoppers.

Congregation Agudat Achim is not responsible for lost, damaged or stolen merchandise.

After the Carrot Festival begins at 10:00 am, vehicles are not allowed on the lawn until 4:30pm.

**CONTACT:**

If you have any questions, please email Jill Bucinell at [carrotfestcrafters@gmail.com](mailto:carrotfestcrafters@gmail.com). If you do not have e-mail, please call the Agudat Achim office at 518-393-9211, and staff will relay a message to Jill (me!).

We are looking forward to seeing you at what we are sure will be a very successful 41st Carrot Festival!

*Many of you have participated in our Carrot Festival for years and we especially welcome your suggestions and ideas.*

- \* We respectfully request that you display *no Christmas/Easter/Halloween-specific items*. Thank you!
- \* Because we are a kosher facility, please do not bring any foods to sample or sell.
- \* *For jewelry vendors* - we limit the number to the first 15 received, due to past complaints about having too many! Get those applications in early!

Sincerely,

*Jill Bucinell*

Carrot Festival Vendor Chair

**DIRECTIONS TO CONGREGATION AGUDAT ACHIM:**

**From the Northway (187):** Take Exit 6 to Route 7 West. Congregation Agudat Achim is located at 2117 Union Street, Niskayuna, on the right hand side (north side) of Route 7, just before the junction of Route 7 and Union Street.

**From the West:** Take the NYS Thruway to Exit 25. Take Interstate 890 to Route 7 East. Congregation Agudat Achim is on the left hand side (north side) of the road, just past the intersection of Route 7 and Union Street.