

Juneteenth Festival, Inc.

AKA Juneteenth of Buffalo

Mailing Address:

P.O. Box 412 Ellicott Station Buffalo, New York 14205

www.juneteenthofbuffalo.com



Headquarters:

1517 Genesee Street Buffalo, NY 14211 Telephone: 716-891-8801

March 1, 2008

Dear Concessionaire:

Juneteenth Festival, Inc. is now accepting applications for Juneteenth 2008 (June 14 and 15). Please register **by mail** before May 1. **Please note that we will not be responsible for applications mailed or left any place other than our P.O. Box. PLEASE DO NOT MAIL APPLICATIONS TO OUR HEADQUARTERS!**

Exhibitors and Information vendors are asked to meet with the Concessions Committee on Wednesday, June 11, at Juneteenth Festival, Inc. Headquarters, located at 1517 Genesee, corner of Moselle, Buffalo, NY at 7 PM to verify assigned locations and review Festival Rules and Regulations.

Due to rising costs Juneteenth Festival will not provide canopies for any vendors. Food vendors must provide their own canopy or tent. This is a requirement of the Health Department. Food vendors are required to meet with the County Health Department to receive information concerning the health laws on the preparation, storage, and serving of food sold to the public. **THIS MEETING IS MANDATORY AND ALL FOOD CONCESSIONAIRES MUST BE REPRESENTED.** The meeting has been scheduled for Wednesday, June 4, at 5:30 p.m. at Juneteenth Festival, Inc. Headquarters, located at 1517 Genesee, corner of Moselle, Buffalo, NY. At this meeting we will verify your assigned location.

Please note the following dates which will be strictly adhered to:

Late fees charged after May 1, 2008

No refunds will be issued for applications received after May 1, 2008.

Applications received after May 13 may be accepted at the sole discretion of Juneteenth Festival, Inc.

All applications are subject to approval by the Concessions Committee. We reserve the right to reject applications from concessionaires who have not followed Festival Rules and Regulations in prior years. ***Also note that Juneteenth Festival, Inc. retains exclusive rights to the sale of sno-cones and french fries.***

We hope you will help us to make our 33rd Annual Juneteenth Festival a success. **Only money order or certified check will be accepted.** Since the enclosed application serves as a contract between you (the vendor) and Juneteenth Festival, Inc., once you fill it out and sign it, please keep this letter and a photocopy of your application for future reference. Thank you for your cooperation.

Peace be with you,
Ziyadah H. Uqdah, Concessions Chairperson

June 8-15, 19, 2008

Juneteenth of Buffalo is a not for profit organization that exists exclusively for charitable and educational purposes. Staffed by volunteers, its mission is to actively preserve and promote the broad spectrum of African American heritage through educational and cultural activities that benefit the community as a whole.

BOARD OF DIRECTORS

OFFICERS

Marcus O. Brown Sr.
President

Judson T. Price
Vice President

Catherine Eberhart
Treasurer

Enid Wright
Corresponding Secretary

Ziyadah H. Uqdah
Sergeant-at-Arms

Festival Coordinator
Carrone Crump

DIRECTORS

Lenore Bethel

Macy Favor

Maryam Jefferies

Beverly Newkirk

Solar Ingram

Honorary Directors

Luther Burnette

Mary Robinson

EACH CATEGORY REQUIRES A SEPARATE APPLICATION AND FEE

CONCESSION FEES 2008

Late Fee Charged By May 1 Determined By Postmark on Envelope

DUE TO STOLEN EQUIPMENT AND EXCESSIVE LITTER LEFT BEHIND BY VENDORS IN PRIOR YEARS, A \$50 SECURITY DEPOSIT IS REQUIRED FOR ALL VENDORS. DEPOSITS WILL BE RETURNED WITHIN 30 DAYS AFTER THE FESTIVAL.

Category	Until May 1	May 2-May 31	After June 1
-----------------	--------------------	---------------------	---------------------

Community and Not-For-Profit Organizations 6X12" Space Information Only (No Selling)	\$75.00	\$90.00	\$100.00
	If you would like to be in an Information Tent for an additional fee of \$55, include the correct fee. 2 chairs and a table will be provided.		

	Until May 1	May 2-May31	After June 1
--	--------------------	--------------------	---------------------

Regular concessions 12"x12" Space (Selling)

Exhibitors	\$210.00	\$235.00	\$310.00
Food (Only)	\$325.00	\$350.00	\$400.00

	Until May 1	May2-May31	After June 1
--	--------------------	-------------------	---------------------

Commercial Concessions

Business Information (No Selling)	\$350.00	\$400.00	\$500.00
Push Carts (Must Remain Stationary)	\$400.00	\$450.00	\$520.00
Trailers (Exhibitors)	\$450.00	\$500.00	\$575.00
Trailers (Food)	\$700.00	\$750.00	\$1000.00

**Please Note: Only Certified Check or Money Order will be Accepted.
No Refunds After May 1.**

Applications postmarked after May 13 may be accepted at the sole discretion of Juneteenth Festival, Inc. Due to space availability, Juneteenth Festival, Inc. reserves the right to close concession registration any day after May 13 without further notice.

Vendors agree not to reassign, sublet, or share any part of its assigned space with any individual, organization, or group. Any vendor who sublets or sells space will be removed from festival grounds and all fees will be forfeited.

(Over)

ATTENTION VENDORS: When you complete your Application and Contract, these are the conditions you agree to.

Please keep this page for your future reference.

- A. Food Concessionaires are required to meet with County Health officials. This meeting has been scheduled for Wednesday, June 4, 2008 at 5:30 PM at Juneteenth Festival, Inc. Headquarters, located at 1517 Genesee Street, corner of Moselle in Buffalo, New York.**
- B. All concessionaires must complete their set up no later than 10 AM on both days. At 11 AM the park and adjacent streets will be closed for Festival activities.**
- C. All concessionaires will stop selling and close down at 8:00 PM. This is imperative because there is a time limit on police protection and the park must be cleared of festival goers before the police shift ends.**
- D. All vendors are responsible for keeping their area clean to ensure the return of the security deposit.**
- E. Juneteenth Security personnel and/or Buffalo Police personnel have the right to close down any vendor as directed by the Concessions Committee or Erie County Health Dept. They reserve the right to escort vendors from the festival who are not in compliance with Festival Rules and Regulations.**
- F. Please list everything you are selling. Only listed items approved by the Board of Directors will be permitted to be sold. Be very specific. Items not listed will not be allowed. Attach an additional sheet of paper if necessary. Only Juneteenth Festival, Inc. can sell sno-cones and french fries.**
- G. Juneteenth Festival, Inc. will not allow anything to be sold with vulgar, offensive language or gestures. This includes tee shirts, pictures, mugs, posters, audio tapes, video tapes, etc.**
- H. Vendors shall not bring in boom boxes, personal sound equipment or any amplified sound. ANY VENDOR WHO DOES NOT COMPLY WILL BE REMOVED FROM FESTIVAL GROUNDS.**
- I. Payment of concession fees only entitles one to dispense materials of the individual category designated. Food items require specific permits. Exhibitors require separate permits.**
- J. Vendor agrees not to reassign, sublet or share any part of its assigned space with any individual, organization, or group. Any vendor who sublets or sells space will be removed from festival grounds and all fees will be forfeited.**
- K. All vendors will be assigned a specific location in the order of receipt - according to the postmark on the envelope. All merchandise must remain inside your booth. Walkways must remain open.**
- L. Applications MUST BE MAILED to the following address: JUNETEENTH FESTIVAL, INC. CONCESSIONS COMMITTEE P.O. BOX 412 ELLICOTT STATION BUFFALO, NY 14205. Concessions Committee cannot be held responsible for any application mailed or left elsewhere; other than our P.O. Box.**
- M. Applications are subject to approval by the Concessions Committee. Juneteenth Festival, Inc. reserves the right to reject applications from concessionaires who have not followed Festival Rules and Regulations in prior years.**
- N. Signing this application constitutes an agreement that Concessionaires shall take no legal action against Juneteenth Festival, Inc., its Juneteenth Committees, directors, or agents for loss.**

NO PERSONAL CHECKS ! ONLY CERTIFIED CHECK OR MONEY ORDER WILL BE ACCEPTED

PLEASE RETURN THIS PAGE ONLY - WITH PAYMENT
Applications will not be processed without payment in full.

JUNETEENTH FESTIVAL, INC. Concessions Committee (716) 891-8801
P.O. Box 412 Ellicott Station Buffalo, New York 14205
FESTIVAL DATES - JUNE 14 & 15, 2008

CONCESSIONS APPLICATION & CONTRACT 2008

DUE TO STOLEN EQUIPMENT AND EXCESSIVE LITTER LEFT BEHIND BY VENDORS IN PRIOR YEARS, A \$50 SECURITY DEPOSIT IS REQUIRED FOR ALL VENDORS. DEPOSITS WILL BE RETURNED WITHIN 30 DAYS AFTER THE FESTIVAL.

Date of Application _____ PLEASE PRINT CLEARLY! E-mail address _____

Your Name _____

DBA/or name of stand if different from above: _____

Address of the above: _____

City _____ State _____ Zip Code _____

\$50 SECURITY DEPOSIT REQUIRED FOR ALL VENDORS

Security Deposit Refund check should be made out to _____

Telephone Number: _____ You may give my name to other festivals: Yes _____ No _____

Check Type of Concession : INFORMATION EXHIBITORS FOOD
 INFORMATION TENT (add additional \$55 fee)

Price of Concession _____ (Please refer to Price List.) Check here if Commercial Concession _____

Please list items for sale or information offered (Please read Clause F of this contract). Attach additional sheet if necessary. Remember, sno-cones and French fries can only be sold by Juneteenth Festival, Inc.

Due to space limitations, no more than 4 persons can work one stand at any given time. List their names for identification and permit purposes.

Will you be operating both days? 14th _____ 15th _____ Will you be using a tent? YES _____ NO _____ MAYBE _____

The signing of this application constitutes an agreement between Juneteenth Festival, Inc. and the Concessionaire in reference to the following:

A. Food Concessionaires are required to meet with County Health officials. This meeting has been scheduled for Wednesday, June 4, 2008 at 5:30 PM at Juneteenth Festival, Inc. Headquarters, located at 1517 Genesee Street, corner of Moselle in Buffalo, New York.

(OVER) second page should be included when you return this contract.

B. All concessionaires must complete their set up no later than 10 AM on both days. At 11 AM the park and adjacent streets will be closed for Festival activities.

C. All concessionaires will stop selling and close down at 8:00 PM. This is imperative because there is a time limit on police protection and the park must be cleared of festival goers before the police shift ends.

D. All vendors are responsible for keeping their area clean to ensure the return of the security deposit.

E. Juneteenth Security personnel and/or Buffalo Police personnel have the right to close down any vendor as directed by the Concessions Committee or Erie County Health Dept. They reserve the right to escort vendors from the festival who are not in compliance with Festival Rules and Regulations.

F. Please list everything you are selling. Only listed items approved by the Board of Directors will be permitted to be sold. Be very specific. Items not listed will not be allowed. Attach an additional sheet of paper if necessary. Only Juneteenth Festival, Inc can sell sno-cones or french fries.

G. Juneteenth Festival, Inc. will not allow anything to be sold with vulgar,offensive language or gestures. This includes tee shirts, pictures, mugs, posters, audio tapes, video tapes, etc.

H. Vendors shall not bring in boom boxes, personal sound equipment or any amplified sound. ANY VENDOR WHO DOES NOT COMPLY WILL BE REMOVED FROM FESTIVAL GROUNDS.

I. Payment of concession fees only entitles one to dispense materials of the individual category designated. Food items require specific permits. Exhibitors require separate permits.

J. Vendor agrees not to reassign, sublet or share any part of its assigned space with any individual, organization, or group. Any vendor who sublets or sells space will be removed from festival grounds and all fees will be forfeited.

K. All vendors will be assigned a specific location in the order of receipt - according to the postmark on the envelope. All merchandise must remain inside your booth. Walkways must remain open.

L. Applications **MUST BE MAILED** to the following address: JUNETEENTH FESTIVAL, INC. CONCESSIONS COMMITTEE P.O. BOX 412 ELLICOTT STATION BUFFALO, NY 14205. Concessions Committee cannot be held responsible for any application mailed or left elsewhere; other than our P.O. Box.

M. Applications are subject to approval by the Concessions Committee. Juneteenth Festival, Inc. reserves the right to reject applications from concessionaires who have not followed Festival Rules and Regulations in prior years.

N. Signing this application constitutes an agreement that Concessionaires shall take no legal action against Juneteenth Festival, Inc., its Juneteenth Committees, directors, or agents for loss.

I understand the conditions of entry and agree to honor them. I recognize that completing and signing this application constitutes a contract between myself and Juneteenth Festival, Inc. I have retained a photocopy of this application.

Signature of concessionaire (REQUIRED)

**NO PERSONAL CHECKS !
ONLY CERTIFIED CHECK OR MONEY ORDER WILL BE ACCEPTED .
Checks Payable to : Juneteenth Festival, Inc.**

FESTIVAL COMMITTEE USE ONLY

Postmark Date _____ M.O. # _____ Amount Paid _____ Amount due _____
Security Deposit _____ Payment _____ Balance Due _____ Date _____ Initials (JFI Rep.) _____