



Levittown Chamber of Commerce

PO Box 207, Levittown, NY 11756

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Dear Crafts Vendor:

The Levittown Chamber of Commerce is holding a Crafts Fair on Saturday, October 7, 2017 at St. Bernard's School Gymnasium and we are inviting you to participate in what promises to be a well attended event. The hours of the event are 10 AM to 4 PM. Hempstead Turnpike is a very busy thoroughfare and a prime location for such an event.

Vendors who participate may reserve an 8' x 8' spot for \$60 or an 8' x 12' spot for \$90. You must provide your own table. The Chamber will provide up to three chairs. There will be entertainment, music and activities to attract the attention of the public and advance publicity to alert the community to the upcoming event.

If you wish to have a raffle at your table to attract visitors' attention, we will set aside time at the end of the day for vendors to announce their winners from the stage, if you choose to do that. As a courtesy to other vendors, please plan to remain the entire day. To provide a professional looking appearance, please provide a table covering that covers your table on at least three sides. This is a community event open to families, so we appreciate your cooperation in exhibiting appropriate merchandise and materials.

Food vendors are required by the Town of Hempstead and Nassau County Department of Health to have and exhibit health department licenses. There is a limited number of outdoor spaces for food trucks at a cost of \$125. If you are interested in reserving one of those spots, please follow the instructions below. No reservations will be granted unless the application and contract are completed and signed and returned with a check.

We are accepting only one of each national products companies such as (Tupperware, Avon, Origami Owl, etc.) and reservations for these companies will be given when the application and contract on a first come, first served basis when all of the following items are received at the Chamber of Commerce office.

To reserve your space, simply complete the application that appears below, download and sign the [contract](#) and return it with your check in the appropriate amount.

Sincerely,

Louise Cassano, Event Chairperson

Contact's Name _____ Phone _____

Name of Company _____

Description of Product/Service (Please be as specific as possible) _____

Address _____ Town _____ zip _____

E-Mail _____ Is electricity required?

8' x 8' space- \$60 8' x 12' space- \$90 Outdoor food truck- \$125 electric- \$15 additional

Special requests will be honored, if possible: _____