

RETAIN THIS PORTION FOR YOUR RECORDS!

TROY, NEW YORK
HUDSON VALLEY COMMUNITY COLLEGE
FIELD HOUSE
80 VANDENBURGH AVENUE, TROY NY 12180
NOVEMBER 16-17-18, 2012

SET-UP TIME:
THURSDAY 6 PM - 9 PM
FRIDAY 9 AM - 4 PM

SHOW HOURS:
FRIDAY 5 PM - 9 PM
SATURDAY 10 AM - 5 PM
SUNDAY 10 AM - 4 PM

Corner \$65.00

Booth Size Ordered:

- 10' X 10' \$ 600.00
- 10' X 15' \$ 900.00
- 10' X 20' \$1,200.00
- 10' X 25' \$1,500.00
- 10' X 30' \$1,800.00
- 10' X 35' \$2,100.00
- 10' X 40' \$2,400.00
- OTHER

Electric Ordered:

- 1-500 watts \$60.00
- 501-1000 \$70.00
- 1001 & UP \$80.00

Tables Ordered: _____ \$20 per 8' table

Deposit \$: _____

Sent on: _____

Balance \$: _____

Sent on: _____

**100% HANDMADE BOOTH
PRICES - MUST BE MADE
AND SOLD BY ARTISAN!!!**

Size Ordered:

- 10' X 10' \$ 450.00
- 10' X 15' \$ 675.00
- 10' X 20' \$ 900.00
- 10' X 25' \$1,125.00
- 10' X 30' \$1,350.00
- 10' X 35' \$1,575.00
- 10' X 40' \$1,800.00
- OTHER

**No Halogen
Lights Allowed!**

**Show Contract for:
TROY, NY — NOVEMBER 16-17-18, 2012**

#1212

I, the undersigned, have read the Lease Agreement, understand it and agree to the terms thereof.

Your Name(s) Please Print Clearly _____

Address _____

City _____ ST _____ ZIP _____

email _____

Business Name _____ Today's Date _____

Description of Product _____

Phone _____ NY State Sales Tax # _____

Booth Size Ordered: _____ 100% Handmade By Vendor

CORNER \$65 Electric Wattage Required: _____ Tables Required: _____

Requests _____

Amount Enclosed: \$ _____ CASH CHECK OR MONEY ORDER #

(Check appropriate box) AMERICAN EXPRESS DISCOVER MASTER CARD VISA

CARD # _____ SECURITY CODE _____

EXP. DATE _____ SIGNATURE or TYPE _____

SALES TAX INFO

The following is the contact information to obtain a sales tax number and/or license. (Sales tax as of printing date)

NEW YORK: Troy 8% Certificate of Authority 800-698-2909
NYS Tax Department, Sales Tax Registration Unit
W.A. Harriman Campus, Albany, NY 12227

To apply for state sales tax number go to:

www.nystax.gov select • Find forms and instructions •
Sales Tax (under Current Year Forms & Instructions) •

For Other Sales Tax Forms click • DTF17

http://www.tax.state.ny.us

Artisans:

**It is a proven fact that the exhibitors with
the most attractive booths are the
"TOP SELLERS" at our shows!**

**Per Lease Agreement #2 you must have an
Attractive Decorated Booth!**

Our artisans put many hours into building an attractive booth at our shows! This makes the shows very appealing and professional. Out of fairness to all vendors who put a lot of time and effort into building a beautiful booth, we ask you to please adhere to these rules!!!

**Booths must be 6-8 feet tall and solid
so you can't see back of neighbor's booth!**

Examples...

- Backdrop can be made of solid walls or shelving
- Pipe and drape
- Lattice or wired grids with cloth on back so as not to be seen through to back of booth.

We prefer you not to use pop-ups!

However, if need be you must remove canopy. All poles must be covered and decorated with (fabric, garland, etc.) Please don't use the plastic canvas typical of pop-ups, replace with fabric or drapes.

**Booths without any kind of backdrop
will NEED to rent pipe and drape.**

RENTAL CONTACT FOR PIPE & DRAPE:

Country Folk Art Shows, Inc.

\$25 / 10 foot side

10x10 inline \$75 • 10x10 corner \$50

10x15 inline \$85 • 10x15 corner \$60

(Limited Quantities)

– RV Parking available at HVCC Campus must be self contained –

PLEASE CALL 248-634-4151 EXT. 618 WEEK OF SHOW FOR THURSDAY SET-UP HOURS!