

# CORTLAND AIRFEST 2010

## VENDOR INFORMATION & APPLICATION FORM

When: Saturday, July 17, 2010 - 9 a.m. to 4 p.m. (Rain date Sunday July 18, 2010)

Where: Cortland County Airport (N03), 922 NYS Route 222, Cortland, NY 13045

### Vendor Information

On Saturday, July 17, 2010 the Cortland AirFest 2010 will bring food, fun, excitement to attendees from all over the Central New York region. If you would like to participate in the AirFest as a vendor, please read the following guidelines carefully and complete the second page of this application and return by Monday, August 3, 2010.

- All vendor applications are subject to approval by the Cortland AirFest planning committee. The Cortland AirFest planning committee has the right to deny an application if other applications have already been accepted for the sale of similar goods. The Cortland County Airport will have a designated area for vendors.
- Vendors must submit a list of items to be sold and the selling price of each item with the application.
- Application fee is \$50.00 by check made payable to "Cortland County Aviators".
- All fees and applications due not later than July 10, 2010. General Information
- Each space measures 20' x 20'. All assignments will be made by Cortland AirFest staff.
- Vendors are required to give 10% of all sales to the Cortland County Aviators and will be collected after 4 p.m. the day of the event.
- Vendors must provide all materials for the booth space, including tables, chairs, equipment, tents and signage. Labor is not provided by Air Show staff for booth set up.
- Limited electricity is available for vendors. Generators will not be provided.
- Application deadline is Saturday, June 30, 2010. If you wish to purchase a booth space after this date, a \$20 late fee must accompany the application.
- Acceptance/Rejection letters will be emailed by June 30, 2010. Confirmation packets will include space assignments, additional information and parking instructions will be emailed the week of July 12, 2010.
- No refunds will be made once an application is accepted by Cortland County Aviators. Rejected applications will receive a full refund.
- Vendor must provide set up and clean up after the Air Show. All material used and available for distribution must be secured to prevent litter and damage to aircrafts.
- Vendors may set up on Friday, July 16, 2010 from 2 p.m. to 7 p.m. Absolutely no one will be allowed to set up prior to 2 p.m. or after 7 p.m. Cortland County Airport assumes no responsibility for theft or damage.
- Vendors may also set up on Saturday, July 17, 2010, beginning at 6 a.m. No one will be allowed to enter the airport prior to 6 a.m. on Saturday. Set up must be complete by 8:00 a.m. and all vehicles must be moved to the parking area by 8:00 a.m. If you are late to park, you will not be allowed in the airport and there will be no refunds. Break down must not begin until 4 p.m.
- Decision to hold the event on July 18, 2010 shall be at the sole discretion of the Cortland County Aviators.

For additional information and/or to email completed applications (PDF format please) and payment contact:

info@ccaviators.org

Phone: (607) 745-2104

On the Web: [www.ccaviators.org](http://www.ccaviators.org)

**CORTLAND AIRFEST VENDOR APPLICATION FORM**

**Application must be received by: June 30, 2010**

**VENDOR FEE BY CHECK ONLY. Make checks payable to: Cortland County Aviators**

**Mail completed form and check to:**

**Cortland County Aviators  
922 Route 222  
Hangar MH-1  
Cortland, NY 13045**

Name of Vendor \_\_\_\_\_

Address \_\_\_\_\_

Contact Name and Phone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Please provide a list of items to be sold and the selling price of each item:  
(use back or separate sheet if necessary) \_\_\_\_\_

How many people will you be able to accommodate? \_\_\_\_\_

Fees: Outside Vending Space (In addition to One 10x10 that is included)  
(granted as applications are received) (Vendor agrees to give 10% of all sales to the Cortland County  
Airport)

20' X 20' = \$50.00 Number Needed \_\_\_\_\_

20' X 20' = \$25.00 (non-profit) Number Needed \_\_\_\_\_

**HOLD HARMLESS AND INDEMNIFICATION STATEMENT**

I/we, the undersigned, for and in consideration of permission and space to participate in the Cortland AirFest on July 17, 2010 (Rain Date July 18, 2010), agree to indemnify, hold harmless, and defend Cortland County Aviators and the County of Cortland, New York, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorneys fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with my/our activities preparing for the Cortland AirFest or traveling to or from the Cortland AirFest.

I HAVE READ, FULLY UNDERSTAND AND I AGREE TO THE ABOVE HOLD HARMLESS AND INDEMNIFICATION STATEMENT

\_\_\_\_\_

\_\_\_\_\_

Vendor Signature

Date

Application Received on: \_\_\_\_\_

Approved by:

\_\_\_\_\_ Fee: \_\_\_\_\_