



EXHIBITOR REGISTRATION FORM

2023 Kingston Earth Fair at TR Gallo Waterfront Park

Saturday May 13th, 2023, 10am-5pm

Registration due April 21st, 2023

*Please Note: This form is **NOT** for prepared food businesses. Prepared food businesses please contact Kristin Kessler at the City of Kingston Department of Health and Wellness - kkessler@kingston-ny.gov or (845) 334-3917.*

Please type or print in the space provided:

Your Name: _____

Company/Agency/Org.: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Registration Information:

- NON-VENDING EXHIBITORS only need to submit this form; there is **no fee** for non-vending exhibitors.
- EXHIBITORS CONDUCTING SALES must complete a [City Vendor Application¹](#) and pay \$40 to the Clerk's Office.
- Exhibitors must provide their own table(s), chair(s), and tent(s). The exhibition space is 10' x 10'. Tents are optional. If bringing a tent, please indicate so below. **The City will not be providing these materials.**

Nature of display: _____

Name/Phone of person who will be the event contact: _____

Social Media: If your organization uses Social Media Platforms and you would like us to connect to those to promote the event, please provide the links here (ie Facebook page, Twitter account, Instagram account, etc.):

Additional info (check all that apply):

- I will be conducting sales
- I will be bringing a tent
- I would like to hand out free samples
- Other requests or needs: _____

PREFERRED: Email completed form to: agartenstein@kingston-ny.gov

OR: Mail completed form to:
Arielle Gartenstein
City of Kingston Sustainability Office
467 Broadway
Kingston, NY 12401

General questions or concerns: Arielle Gartenstein - (845) 481-7334

Festival Venue & Additional Information:

- The **2023 Kingston Earth Fair** will take place outdoors at **TR Gallo Park, 30 Rondout Landing, Kingston, NY.**
- Set up is scheduled for **Saturday May 13th between 8:30AM and 9:45AM**, Exhibitors are responsible for setting up and breaking down their displays same day after 5:00 PM.
- In the event of poor weather predictions, the Event Committee will decide on **Thursday, May 11th** whether to cancel the event. There will not be a rain date option.

¹ https://www.kingston-ny.gov/filestorage/8399/8491/15147/10454/City_Vendor_Form.pdf