



Exhibitor Registration Form

2024 Kingston Earth Fair
Kingston, NY / Saturday May 11, 2023 – 11am-5pm
Registration due May 1st, 2024

*Please Note: This form is **NOT** for prepared food businesses. Prepared food businesses please contact Kristin Kessler at the 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 **2024 City of Kingston Earth Fair** will take place outdoors at **TR Gallo Park, 30 Rondout Landing**.
- Set up is scheduled for **Saturday May 11th between 8:30AM and 11:00AM**, Exhibitors are responsible for setting up and breaking down their displays same day after 5:00 PM.
- In the event of poor weather conditions, the event committee will decide on Thursday May 9th whether to move the event. The rain location will be Hutton Brickyards on North Street in Kingston.

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