

UUSS Mayfest CommUUnity Celebration



Vendor Rules & Regulations

Event Day Setup & Breakdown

- Check-in and setup starts at **11:30 for Vendors/Food Trucks and 12:00 for Non-profits**
- The rain date for this event is May 3, 1pm-4:30pm. Mayfest organizers will notify you by **10:00am** on May 2 if the festival will be postponed to the rain date.
- Vendors will receive their assigned space at check-in and should proceed to that location for setup. UUSS team members will be available to assist.
- Booths must be ready 15 minutes prior to opening. Vendors must remain open until 4:30 pm.
- Vehicles may only return after 4:30 pm once the area is cleared and organizers signal it's ok.
- All exhibitors/vendors must dispose of their own waste and ensure their space is cleared of all trash at breakdown.
- No vehicles (except Food Trucks) allowed in the exhibition area during festival hours

Rules & Regulations

- **Vendors assume all risks and responsibility for their personal safety and that of anyone helping them.**
- **Food vendors are responsible for obtaining all proper food permits from the Department of Health. Food permits are to be displayed on the day of the event.**
- Vendors must provide their own setup (tents, tables, chairs, etc.). No ground stakes.
- Tent Weights: If you choose to use a tent or canopy, it must be properly weighed down and secured according to the weather conditions.
- No gas-powered generators allowed, except for food trucks. A noise shield must be utilized. Battery powered generators ARE acceptable.
- No electricity provided.
- No Wi-Fi provided.
- Vendors must operate entirely within their assigned space. Encroachment into neighboring vendor areas is not permitted. Vendors whose setup exceeds their allotted space will be required to purchase an additional space.
- Prices must be posted visibly.
- No subleasing or sharing of booth space.
- Vendors must maintain a clean area. Walkways must be clear

- All business activity is confined to rented space. No strolling sales or distribution.
- UUSS reserves the right to cancel agreements at any time.
- Vendors are responsible for their own taxes and insurance.
- No pets, except certified service animals.
- Megaphones and electronic amplification are not permitted. No radios, offensive noise, or distractions are permitted in booth spaces.
- No bikes, scooters, skateboards, or roller blades are permitted.
- All booths must be staffed at all times.
- No smoking, vaping, or drugs nor consuming alcohol on the premises.
- No firearms of any type are allowed on the premises other than law enforcement officials.

Any violation of the rules and regulations stated above may result in the loss of exhibit space without a refund. Your request to exhibit or sell will imply acceptance of these rules and regulations. Vendors who do not abide by our rules may be asked to leave and will not receive a refund.

Payment

Once your application has been accepted, payment may be made by sending a \$55 check payable to the Unitarian Universalist Society of Schenectady with "MayFest" in the memo to UUSS 1221 Wendell Avenue, Schenectady NY 12308, or \$60 (includes \$5 processing fee) via the online payment form at <https://uuschenectady.org/donate/> (choose "Give to 125th Celebrations" as the reason for the payment.)

Community Organizations who have non-profit status are exempt from the booth fee. You are welcome to make a contribution to UUSS if you would like.