



Village of Monroe
7 Stage Road
Monroe, NY 10950

Vendor Application 2026

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INDEPENDENCE DAY FIREWORKS AND STREET FAIR

Name of Organization or Company: _____

Contact Name: _____

Address: _____

Email: _____

Telephone: _____ State Tax ID: _____

- * Friday, July 3rd
- * Rain date Friday, July 10th
- * Submission deadline: Tuesday, June 16th
- * No charge for not-for-profits (must provide proof of 501-3(c) status)
- * \$50.00 charge to Village of Monroe Non-Food Businesses / \$100 Village Food Businesses
- * \$100.00 charge to Non-Food Vendors outside the Village of Monroe / \$150 Outside Village Food

To help us better meet your needs please tell us what you are planning to sell. _____

Street fair begins at 5:00pm. Vendor space is provided on Lake Street between the Millponds. Fireworks begin at about 9:00pm. Lake Street will be closed off to traffic at 4pm. **It is imperative that vendors unload their equipment prior to 4pm as no cars are permitted on Lake Street after 5pm.** Clean up must be completed by 10:30 pm. Please note that electricity is not provided. Vendors must bring a portable generator if they need power.

In the event it rains the street fair and fireworks will be held on July 10th. If it rains on the rain date the festival will be cancelled. Please go to <http://www.villageofmonroe.org> for updates on postponements and cancellations. Check the Mayor's Message on the main page of the website. ***Village of Monroe will contact all vendors should event be cancelled.***



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The undersigned vendor hereby applies for vendor space at the events indicated on page one of this form. The vendor agrees to fulfill all municipal, state, and federal requirements, if any, in connection with all sales made and business activities conducted. Vendor will be required to have the appropriate health licenses and insurance coverage, proof of which shall be provided to the Village.

Please attach your certificate of insurance (minimum \$1,000,000.00 general liability) with your application. Vendors will need to name the Village of Monroe as additional insured. If required, please also attach a copy of the appropriate health department licenses.

The Village of Monroe reserves the right to terminate this permit if: 1) applicant misrepresents, falsifies or withholds information, 2) requirements, restrictions, terms and conditions or rules pertaining to the permit, or Village of Monroe zoning ordinance is violated.

The Village of Monroe shall not be liable for any loss, damages or injury to person or property. The undersigned vendor agrees to indemnify, protect and hold harmless the Village of Monroe, Monroe Police Department, their members, officers, employees, agents and representatives for any personal injury, property loss, expenses, costs or damages of any nature suffered by any person as the result of the operation or said show.

Please note the following:

- An approved county permit must be brought to the event.
- Vendors agree to gather up and remove all garbage.
- Management may cancel at any time.
- Vendors must return a Hold Harmless Agreement.
- Vendors are required to submit an original Certificate of Liability Insurance naming the Village of Monroe as additional insured in the amount of one million dollars (\$1,000,000) for each person and two million dollars (\$2,000,000) for each incident.
- All volunteers working with a vendor must return a volunteer waiver form with this application.

The Village of Monroe will contact the vendor by email to confirm receipt of this application.

NO VENDOR WILL BE PERMITTED ON SITE WITHOUT COMPLETE COMPLIANCE TO THE ITEMS LISTED ABOVE.

I, the vendor, have read and agree to abide to all of the conditions on the face of this contract.

Signature of vendor _____

Name of Company _____

Date _____



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Hold Harmless Agreement

To the fullest extent allowable by law, _____ agrees for itself and its insurers to indemnify, defend and hold harmless the Village of Monroe, NY and their parent, subsidiary and affiliated companies and their respective agents, officers, directors, employees, and assigns from and against any and all liabilities, claims, losses, damages, penalties, costs, or expenses (including but not limited to court costs and reasonable attorney's fees) for damage to property of whatsoever kind of nature to persons (including, but not limited to death) arising out of or due to or claimed to have arisen out of or been due to or claimed to have arisen out of or been due to the design, manufacture, delivery, installation, use, maintenance, repair, or operation of any part or all of the goods, material and equipment, if any, supplied by subcontractor, or the performance of the work by _____, its agents, officers, or employees, or any other operation no matter by whom performed for or on behalf of _____.

Signature

Title

Date