



WEST INDIAN AMERICAN DAY CARNIVAL ASSOCIATION

OFFICE: 323-325 Rogers Ave. Brooklyn, New York 11225
P.O. Box 130192, St. Johns Place, Brooklyn, New York 11213
Tel: (718) 467-1797 | Fax: (718) 778-1808

Vendors Booth Opportunity for Labor Day Monday ONLY

Dear Vendors:

This year, WIADCA will be celebrating its 50th Anniversary of Carnival in Brooklyn. Interested vendors have the opportunity to vend along the parade route on Eastern Parkway on **Monday September 4th, 2017**.

EARLY REGISTRATION: Monday June 5th – Friday June 30th 2017.

BOOTH FEES DURING EARLY REGISTRATION:

- Food/Non Alcoholic Drinks: \$400.00 per booth (Individuals without a Business)
- Arts & Craft: \$250.00 per booth (Individuals without a Business)
- Non-profits for distributing information: \$250.00 per booth

THE ABOVE PRICE APPLIES ONLY DURING EARLY REGISTRATION PERIOD

REGULAR REGISTRATION: Wednesday July 5th – Friday August 18th, 2017

BOOTH FEES DURING REGULAR REGISTRATION:

- Food /Non Alcoholic Drinks: \$450.00 per booth (Individuals without a business)
- Arts & Craft \$300.00 per booth (Individuals without a Business)
- Non-profit for distributing information: \$300.00 per booth

An additional Late Fee of \$50.00 will be applied for any registration submitted from Monday August 21st, 2017.

INDIVIDUALS PURCHASING MORE THAN ONE SPACE DURING EARLY REGISTRATION WILL BE OFFERED AN ADDITIONAL DISCOUNT.

REGISTRATION PROCESS:

- WIADCA'S Office: 325 Rogers Avenue (Bet Montgomery & Sullivan)
- Online- www.wiadcacarnival.org

PAYMENT OPTIONS:

- **In Office Registration:** Money Orders, Debit and/or Credit **ONLY**. Cash will not be accepted.
- **Online Registration:** Credit & Debit Cards **ONLY**

(A Service Fee Applies When Using Credit & Debit Cards During Online & In Office Registration).

WIADCA'S OFFICE WILL BE OPEN FOR REGISTRATION MONDAY - FRIDAY 11:00 AM- 6:00 PM FROM MONDAY JUNE 4TH 2017.

Beginning Monday August 14th, the hours of operation will be extended to 7:00 pm every Wednesdays & Fridays.

Spots will be assigned on a "First Come, First Serve Basis". WIADCA cannot guarantee any Spots, all spaces measure 10' x 10'. NO Exceptions.

Per the Department Of Health all vendors selling food & beverages MUST obtain A Food Handlers Certificate in order to sell on Eastern Parkway during the parade. Please visit www.nyc.gov/health (Food Safety Certification) for further information. Summons will be issued by the Department of Health to individuals without proper certificate.

Angela Sealy
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General Counsel

Kira Brenton Esq.
Chairperson of Sponsor
& Foundation Relationships

Lucerica Messiah Esq.
Wilson Sonsini Goodrich
& Rosati

From a Dream to a Legacy

INSURANCE:

Vendors are required to purchase general Liability Insurance from a reputable Insurance Company that is licensed to provide insurance coverage. The policy should name the following individuals as additional insured:
WIADCA, The City of New York, Office of the Mayor Street Activity.

Below are agents where insurance can be purchased for all vendors for Labor Day Monday.

Brooklyn:

ALLIED INSURANCE BROKERAGE
4315 Church Avenue
Brooklyn, NY 11203
Tel No: 718-693-2000

Manhattan:

EG Bowman Co, Inc
5 Hanover Square #201,
New York, NY 10004
(212) 425-8150

Attached is a specimen of the insurance certificate.