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Office: 323-325 Rogers Avenue Brooklyn, New York 11225

How to register for Vending on Eastern Parkway for Labor Day Monday

1. Before registering for vending All vendors must obtain a 1-day general liability insurance from a reputable insurance company. Below is the name of the insurance company that the organization uses:
 - **Allied Insurance**
4315 Church Avenue Brooklyn, NY
(718) 693-2000

2. Once you have obtained a 1-day general liability insurance you can now register for a spot on Eastern Parkway.
Registration can be done the following ways:
 - Organization's website: www.wiadcacarnival.org
 - Office location: 323-325 Rogers Avenue between Montgomery and Sullivan
(Hours of operation: Monday - Friday, 11:00 am – 6:00 pm)

3. All spaces measure 10 × 10 ft. All vendors are responsible for obtaining their own tents, tables, chairs, etc. needed for that day.

4. After registering (either online or in the office) for desired location on Eastern Parkway all vendors must obtain 2 permits, the first from the following:
 - Department of Health for food
 - Department of Consumer affairs for Arts & Craft (All Arts & Craft vendors must have a Tax ID number prior to obtaining the permit from Department of Consumer Affairs)
 - Once you have obtained your permit, vendors would need to return to WIADCA's office on the assigned date to collect the second permit.