

NEW YORK STEAM ENGINE ASSOCIATION, INC.  
3349 GEHAN ROAD  
PO BOX 1149  
CANANDAIGUA, NY 14424

To: STEAM PAGEANT VENDORS:

**You will be able to reserve only your existing sites until \*\*\*THE DATE SPECIFIED ON THE MAILING\*\*\***

After that date all remaining sites will be sold on a first come first serve basis.

**PLEASE FOLLOW THESE STEPS TO ASSURE YOU GET THE SITES THAT YOU WANT:**

- 1.) On the site map the sites that are X'ed out have already been sold. After you have found a site or sites you like, call me at (585) 289-9785 anytime. Please leave a message. I will get back to you ASAP.
- 2.) Each site is 20'x20' and cost \$60.00 for all (4) days. There is a \$20.00 fee for returned checks. Setup time is any time after Sunday before the show. Fees are 1-site = \$60.00, 2-sites = \$120.00, 3-sites = \$180.00, 4-sites = \$240.00.
- 3.) PLUS THE ANNUAL FAMILY MEMBERSHIP FEE, \$25.00, OR AN INDIVIDUAL MEMBERSHIP 16 YEARS OF AGE AND OLDER \$15.00. Even if your site rental is rolled over from last year, you still must purchase a current membership.
- 4.) After you and I have agreed on the site or sites, I will give you 14 DAYS to get the payment for the site to me. After the 14 days the site becomes open to the next person who wants it. NO EXCEPTIONS
- 5.) Make checks payable to NEW YORK STEAM ENGINE ASSOCIATION, INC. (N.Y.S.E.A.). Send it to me along with a copy of your current New York State Tax ID (certificate of authority) and a stamped, self-addressed envelope for the return of your receipt. Keep your receipt; it shows you have paid for your site. Your membership card(s) for 2019 will get you in and out of the gate. Gate personnel will enforce the membership cards; an updated membership list will be available at the main gates. Daily gate fees apply to anyone who does not have or show a membership card.
- 6.) The use of unauthorized vehicles being driven around the show grounds is prohibited. This is a privilege reserved for official vehicles and the physically challenged. Vehicles must be parked either in the parking lot or within the bounds of your sites. Be sure to get adequate space to allow for vehicle/camper parking within your sites. If your vehicles & trailers are large arrive early enough in the week to properly maneuver them into position yourself. If you camp on your sites you must comply with New York State and New York Steam Engine Association camping regulations.
- 7.) The gates will be closed to all vehicles between the hours of 9:00 AM AND 6:00 PM. Deliveries may be made to your sites between the hours of 6:30 AM and 9:00 AM.
- 8.) If you schedule or plan UPS delivery, it is your responsibility to make arrangements to meet them. The Steam Association accepts no responsibility.
- 9.) If you hassle the people working at the gates, and you are identified, you will not be invited back to further shows.
- 10.) If you already have a site and wish to move to a different site or add additional sites, call me after the date specified on the mailing.
- 11.) When you purchase a site in advance, and for some reason you cannot be at the show you may:
  - Request a full refund for the site fee if it is more than 1 full month in advance of show, membership fee is not refundable.
  - Request that your site fee be rolled over to the next year. You maintain your option on the site, and I rent the site to someone else for one year only.
  - If you cancel within 2 weeks of the show your site fee will not be rolled over to the following year unless I am able to fill those sites with another vendor.
  - If I have a record of your sites being rolled it is indicated on the map with an "RO", if not it must be paid for. If you rolled over your site you still must purchase a current membership.
  - If you fail to attend the show your sites immediately become available to anyone wanting to purchase them for the following year unless you have otherwise notified me.
- 12.) 10:00 PM is quiet time for everyone at the show; if you find someone walking around the market area, try to find out who he or she is and where he or she belongs.

- 13.) If you need to apply for a NY State Tax ID just call Albany at 1-800-972-1233, then ask for information on obtaining a CERTIFICATE OF AUTHORITY or website www.nystax.gov and complete form DTF-17.
- 14.) **Foul, abusive language, obscene or X-Rated material will not be tolerated. Alcoholic beverages, drugs and drug paraphernalia are prohibited. The selling of any firearms is prohibited. The selling of beverages in cans or bottles will not be allowed, the selling of prepared and packaged foods is not permitted. If your display or behavior is not in the spirit or best interest of the New York Steam Engine Association you will be asked to leave.**
- 15.) Failure to comply with any of the above requirements may result in your being asked to leave, not being invited to future shows and your money will not be refunded. The New York Steam Engine Association, Inc. reserves the right to have a vendor removed using Ontario County Sheriff's forces, if necessary.
- 16.) The New York Steam Engine Association is not responsible for the loss, damage, or theft of any merchandise, vehicles, or display equipment (tents, canopies, etc.).

**\*\*\* NEW RULES FOR VENDORS \*\*\***

- 1.) EACH VENDOR IS RESPONSIBLE FOR DELIVERING HEAVY MERCHANDISE TO THE FRONT GATE FOR PICK UP. NO CUSTOMER IS PERMITTED TO DRIVE ON THE GROUNDS.
- 2.) ALL VENDORS MUST EXIT AND RE-ENTER THROUGH GATE ONE (CAMPING GATE) AFTER THE VENDOR GATE IS LOCKED FOR THE DAY. ALL OCCUPANTS OF THE VEHICLE MUST HAVE A MEMBERSHIP CARD OR THE EQUIVALENT.
- 3.) THERE WILL BE NO CAR OR TRUCK ENTRY OR EXIT THROUGH THE MAIN GATE AT ANY TIME DURING THE SHOW. ALL WHO WISH TO COME AND GO DURING THE SHOW MUST USE THE VENDOR GATE OR GATE ONE.
- 4.) **NEW HOURS FOR THE VENDOR GATE:** 6:30 AM – 9:00 AM AND 6:00 PM - 7:00 PM. IF SOMEONE MUST LEAVE THE VENDOR AREA BEFORE 6:00 PM PLEASE PARK IN THE MAIN PARKING LOT SO YOU MAY COME AND GO AS YOU PLEASE. FOR YOUR SAFETY AND THE SAFETY OF ALL THERE WILL BE NO CARS OR TRUCKS PERMITTED IN THE VENDOR AREA BETWEEN 9:00 AM AND 6:00 PM. SHOULD AN EMERGENCY ARISE, PLEASE CONTACT THE TICKET BOOTH TO GET IN TOUCH WITH DAVE. AN ESCORT OFF OF THE GROUNDS CAN BE ARRANGED.
- 5.) IF YOU BRING YOUR OWN GOLF CART OR PERMITTED MOTOR VEHICLE, YOU MUST HAVE A PROPER INSURANCE CARD VISIBLE FOR INSPECTION OR YOU WILL BE ASKED TO PARK IT AND NOT USE IT.
- 6.) **PLEASE DO NOT LEAVE ANY UNSOLD MERCHANDISE, EMPTY BOXES, OR GARBAGE BEHIND AFTER THE SHOW. FAILURE TO DO SO MAY INCUR A GARBAGE FEE WHICH WILL INCREASE THE SITE RENTAL COST PER VENDOR. PLEASE TAKE ALL UNSOLD MERCHANDISE, EMPTY BOXES AND GARBAGE WITH YOU.**
- 7.) IF YOU ARE CAMPING IN THE FLEA MARKET AREA, **PLEASE DO NOT USE YOUR AIR CONDITIONER AT ANY TIME UNLESS YOU HAVE YOUR OWN GENERATOR. FAILURE TO FOLLOW THIS RULE WILL CAUSE MANAGEMENT TO TURN OFF THE ELECTRICITY FOR EVERYONE.**
- 8.) WE WILL DO OUR BEST TO ADVISE YOU OF ANY RULE CHANGES THAT MAY ARISE. UPDATES CAN BE FOUND ON THE WEBSITE. PLEASE FEEL FREE TO CONTACT DAVE IF YOU HAVE QUESTIONS. WE WANT TO MAKE THE SHOW A SUCCESS FOR ALL!
- 9.) A 501(c)(3) charitable organization prohibits by Federal Law from engaging in political activity which includes participating in, or intervening in, any political campaign on behalf of (or in opposition to) any candidate for public office or to show bias or favoritism toward a candidate. Also, the law states 501(c)(3) charitable organizations are not allowed to attempt to influence legislation or to publish or distribute literature for or in opposition to any candidate. **Political materials include political merchandise (buttons, t-shirts, bumper stickers, posters, etc.) from past, present or future campaigns and literature (brochures, flyers, leaflets, etc.) that promote a specific political, or legislative agenda. These materials cannot be sold or distributed at the flea market.**

\*\*\* YOU MAY RESERVE YOUR EXISTING SITES FOR THE FOLLOWING YEAR ON THE LAST TWO DAYS OF THE SHOW\*\*\*