

# Westchester Pride 2022 Vendor Registration Application

Deadline for submission: Monday, May 16, 2022

**Sunday, June 5, 2022** | 11:30am-5pm

**Downtown White Plains** | Court Street - Renaissance Plaza

**Rain location:** Under the Galleria between Main Street & Martine Avenue

Westchester Pride is presented by The LOFT LGBTQ+ Community Center. Westchester Pride is Westchester County's largest annual Pride Festival, and welcomes a variety of vendors to participate in celebrating our LGBTQ+ community.

**SPACE IS LIMITED.** Payment in full must be received to secure your vendor space.



**Please Note:** All applications are subject to final review and approval by The LOFT. By applying for space, vendors agree to staff and operate their space in a professional and courteous manner at all times.

## Applicant Information (Please print)

Name of Business or Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Tax ID # (if applicable): \_\_\_\_\_

Description of business/organization, including the merchandise and/or services you will be selling or displaying: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Business Phone: \_\_\_\_\_

**Vendor Space Details:** (Note: Vendor spaces are 10x10. Tents are required. The LOFT does not provide tables or chairs)

For-Profit Vendor Space (\$200 each) \_\_\_\_\_ Non-Profit Vendor Space (\$100 each) \_\_\_\_\_

**TOTAL PAYMENT DUE \$** \_\_\_\_\_ (Payment must accompany this registration form)

## Payment Options:

**By Check:** Please make check payable to: The LOFT and mail Westchester Pride, 252 Bryant Ave, White Plains NY 10605

Please enclose your **signed** Westchester Pride 2022 Vendor Registration Form with your check.

**By Credit Card** (Please fill-in all information, or pay online: [https://www.loftgaycenter.org/become\\_a\\_pride\\_2022\\_vendor](https://www.loftgaycenter.org/become_a_pride_2022_vendor))

Credit Card Type: Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ Discover \_\_\_\_\_ AMEX \_\_\_\_\_

Card #: \_\_\_\_\_ V Code: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

## Vendor Agreement and Authorized Signature:

The undersigned hereby acknowledges the above request for Vendor Space at Westchester Pride, and acknowledges and agrees to Westchester Pride 2022 Vendor Registration Rules and Regulations included herewith. By signing below, Applicant acknowledges that all applicable Rules and Regulations have been read and initialed by the responsible party. *Incomplete or deficient applications will not be processed.*

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**The LOFT LGBTQ+ Community Center**  
252 Bryant Avenue, White Plains, NY 10605  
loftgaycenter.org | [info@loftgaycenter.org](mailto:info@loftgaycenter.org) | (914) 948-2932  
The LOFT is a 501c(3) non-profit organization.



# Westchester Pride 2022 Vendor Rules & Regulations

1. Unless otherwise communicated. Westchester Pride will open for business at 12:00pm on Sunday, June 5, 2022. All vendors must check in with The LOFT LGBTQ+ Community Center prior to set up.
  - i. Vendors may begin set up as early as 8:30am and must unload and complete set up by 11am. All vehicles must be removed from the Pride area by 10:30am or be towed at owner's expense. Any vehicles used for exhibition purposes must have prior approval from The LOFT and fit within the space allotted. During the operating hours of Westchester Pride, vendors may not remove property or goods, or move vehicles. Vendors must operate for the full duration of the event. The LOFT LGBTQ+ Community Center reserves the right to modify or change logistical plans.
2. All business or other activity for which space is requested must be conducted within the vendor designed area. Vendors may not assign, trade, sell, share or otherwise transfer the advertising and exhibiting rights provided for in this agreement without prior written consent of The LOFT LGBTQ+ Community Center.
3. Westchester Pride will take place rain or shine; however, in the case of excessively inclement weather The LOFT LGBTQ+ Community Center reserves the right to close the event. All Vendors will be notified if the event is moved to our rain location.
4. Space and rental fees must be paid with application and will only be processed if the vendor is accepted. Fees are non-refundable. Refunds are not issued if the vendor cancels their space.
5. All trash, food waste and debris must be disposed of in proper containers. Vendors agree to pay for any costs incurred to clean up any of their waste not properly disposed.
6. Vendors are required to secure appropriate insurance to cover their operations in such amounts, as they deem necessary. Vendors must identify that The LOFT LGBTQ+ Community Center and the City of White Plains shall not be liable for any loss or damage of their property. Vendors are responsible for having on file proof of insurance for their business.
7. Vendors agree that the services or activities conducted in their space shall be supportive and appropriate to the purpose of Westchester Pride as follows:
  - i. To Educate all citizens about the issues and concerns of lesbian, gay, bisexual, and transgender citizens;
  - ii. Promote and provide cultural activities within the lesbian, gay, bisexual, and transgender community;
  - iii. Advocate for and encourage the participation of lesbian, gay, bisexual, and transgender people in the educational, cultural and civic life of Westchester County and/or the entire lower Hudson Valley of New York State;
  - iv. Increase the visibility of the lesbian, gay, bisexual, and transgender communities in Westchester County and the entire lower Hudson Valley of New York State; and
  - v. Enhance the quality of the life of lesbian, gay, bisexual, and transgender people in the Westchester County and the entire lower Hudson Valley of New York State.
8. Vendors agree not to place any equipment or goods in their space that are objectionable, dangerous, or not in the connection with the purpose of The LOFT, which reserves the right to require the removal of any non-compliant goods, activities or signs. The LOFT also reserves the right, in the sole and absolute discretion, to refuse space of any individual or group, or to limit participation in Westchester Pride.
9. All vendors are REQUIRED to bring a tent, which must be weighed down on all four corners.
10. The LOFT reserves the right to determine and assign the Vendor's location with the aim of providing a successful experience for all participations. Vendor locations are not negotiable.
11. Vendors agree to identify and hold harmless The LOFT LGBTQ+ Community Center, its staff, directors, officers, and volunteers, and any person or organization acting for or on behalf of The LOFT LGBTQ+ Community Center (collectively "the parties") and the City of White Plains, against any and all claims, demands, suits, and actions (including attorney's fee and court costs) imposed on, incurred by, asserted against the parties, caused by any act or omission of anyone, or occurring within the vendors space, or arising in connection with the activities conducted by the vendor during Westchester Pride.
12. Vendors agree to reimburse The LOFT LGBTQ+ Community Center for the cost of any fines or liabilities incurred by The LOFT LGBTQ+ Community Center due to the vendor failure to comply with any and all government regulations and/or cleanup costs incurred by vendors failure to properly cleanup designated space.
13. Vendors shall pay all sales or other taxes, fees and assessments required by any applicable federal, state or local law in connection with Vendor's participation in LOFT Pride. Vendors shall indemnify, defend and hold The LOFT LGBTQ+ Community Center harmless for any taxes (including fees and penalties, if any) required to be paid in connection with the vendor's activities. Vendors shall provide The LOFT LGBTQ+ Community Center with a current business tax ID number.
14. Vendors agree that no representations of any kind have been made to vendors by The LOFT LGBTQ+ Community Center or by the parties and that no understanding or agreement has been entered into other than as set forth herein.

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Authorized Signature

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Print Name and Title

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Name of Business or Organization

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Date

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