



# 5<sup>th</sup> AVENUE MERCHANT APPLICATION

Festival Date – Sunday, May 31, 2026



To properly plan the placement of outside vendors and festival activities, merchants who want to participate must return this response sheet to the Festival Committee with payment by May 15, 2026. Fees must be paid in full **by May 15<sup>th</sup>**. **If you do not respond we will assume that you are not participating and will allocate the black top space in front of your establishment to an outside vendor.**

**PLEASE COMPLETE ALL INFORMATION**

1. Name and address of your establishment:

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Email address \_\_\_\_\_

2. Name and phone number of individual we should contact:

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3. Do you plan to participate in the festival?  Yes  No

4. Do you plan to erect a platform or stage?  Yes  No

5. Do you plan to use the:  sidewalk  blacktop  both

6. Do you plan any entertainment or special activity?  Yes  No  
(Must be pre-approved! Email [chpster52@aol.com](mailto:chpster52@aol.com))

7. What do you plan to sell or do outdoors? (be specific) \_\_\_\_\_

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8. Do you have any special requests or questions?

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FLAT FEE	SPACE SIZE
\$100- SECURITY DEPOSIT	20 FEET

**NEW PAYMENT STRUCTURE – \$100 Security Deposit:**

To secure your spot at the festival, a \$100 security deposit is required. This ensures your commitment to participate.

Once your participation is confirmed, the deposit will be fully refunded

NOTE: Security Deposit applies ONLY to merchants within business district (65-85 Streets on 5th Avenue).

Payments are made online via Zeffy, a no-fee payment platform that accepts credit/debit cards and ACH.

OR VISIT: [BAYRIDGEBID.COM/FESTIVAL](http://BAYRIDGEBID.COM/FESTIVAL)  
TO COMPLETE APPLICATION & SUBMIT DEPOSIT

SCAN CODE  
FOR ONLINE APPLICATION  
& SUBMIT DEPOSIT



Please charge my Credit Card the Amount of \$ \_\_\_\_\_  
 Cardholder's Name \_\_\_\_\_  
 Credit Card # \_\_\_\_\_  
 Expiration Date \_\_\_\_\_ CVV Code \_\_\_\_\_  
 Cardholder's Signature \_\_\_\_\_  
 Billing Zip Code \_\_\_\_\_



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## GUIDELINES

- You must submit security deposit and response form as scheduled.
- Security deposit will entitle you to 20ft. space on the blacktop directly in front of your establishment. (Adjustments will be made for fire hydrants and bus stops/shelters). Additional space may be available for entertainment at the discretion of the festival committee.
- Once your participation is confirmed, your security deposit refund will be issued after the festival. Refunds will be processed on June 3 and may take 5–7 business days to appear in your account. **Please note: Reserving a space solely to block out vendors without taking part in the festival does not qualify for a refund. To be eligible, you must actively participate in the event.**
- Space may be used to sell or promote business that is usually conducted on a daily basis. Displays may not extend beyond 10 feet from the curb and should be kept clean throughout the day. A receptacle for trash must be provided. Any electrical lines must be safely secured overhead or covered properly with mats on the sidewalk. This will be inspected by festival marshals and FDNY.
- If you must use the sidewalk a 5ft. path must be maintained at all times unless closed to comply with SLA regulations.
- No merchant may allocate their space to another vendor, individual or organization of any kind without prior approval of the committee.
- The sale of food items and consumables including water, candy, snacks etc. are restricted to businesses that have proper food permits.
- Anyone cooking outdoors with propane may only have two 20lb tanks on location at any time and must have an approved fire extinguisher available on site. The use of charcoal requires a 5 gal. pail of water on site. All DOH rules and guidelines will be enforced.
- **Entertainment** – any form of entertainment must be pre-approved by the festival committee. This includes music, dancers, face painters, clowns, etc. Any type of amplified sound will require a NYPD sound permit.
- **Alcohol**- The sale and consumption of alcohol outdoors is strictly prohibited, except for establishments with approved permits. Compliance will be monitored and enforced by the NYPD, SLA, and festival marshals. **Bars or restaurants wishing to sell alcohol outdoors must secure a One-Day Alcohol Permit through the SLA ([sla.ny.gov/permits-available-online](http://sla.ny.gov/permits-available-online))**
- **Clean up** – all sales and activities **must** end by 6pm. All merchandise, displays, equipment etc. must be removed from the blacktop by 6:30pm.
  - Use your best judgement as to when you should start your breakdown. (If you have a lot of small items, you should start packing before 6pm. If you are cooking do not put products on the grill after 5:30 as you must allow time for grill to cool down.) Litter should be swept into the street. Sanitation will use mechanical brooms to sweep the blacktop. Do not sweep into the street after sanitation passes your location.

Any questions please call Chip Cafiero @ 917 882-5066 or email [chpster52@aol.com](mailto:chpster52@aol.com)

I have read and received 5<sup>th</sup> Avenue Festival guidelines.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE