



## Argo Civic Association Vendor Agreement

631 Elmont Road, Elmont, NY 11003

Phone: (917) 783-6047

Website: [www.argocivic.com](http://www.argocivic.com)

Email: [argocivicelmont@gmail.com](mailto:argocivicelmont@gmail.com)

Dear Vendor,

It is with great pleasure that we officially welcome you to the Argo Civic Vendor Fair, hosted by the Elmont Argo Civic Association.

Thank you for participating in our vendor festival. The proceeds generated from this festival will directly support our organization's ongoing initiatives focused on advocacy, growth, youth empowerment, scholarships, and the betterment of the Elmont community. We take pride in being the voice of our community. **The standard vendor fee for non-members is \$40, Argo Civic members pay \$35.**

Please note the following important details:

- **Event Date:** Saturday, July 18th 2026
- **Official Event Time:** 12:00pm - 6:00pm. It is encouraged that you remain the entire time.
- **Set-up Time:** Begins at 10:00am, vendors must arrive by 11:30am. (Vendors must provide their own chairs & table, up to 6ft long)
- **Closing Time:** You are responsible for clearing your space by 6:30pm.

**Additional Guidelines & Information:**

- Locations will be assigned on a first-come, first-serve basis. All spaces are 10x10.
- Rain or shine event, no reimbursements will be given.
- Tents are allowed within your space. Bring your own garbage bags. No power will be provided.
- No alcoholic beverages, cannabis, vapes, and/or other variations allowed.
- No food or beverages may be sold without prior written approval by the Argo Civic Association.

Vendor/Business Name: \_\_\_\_\_ Product/Service: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Signature: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

Approver Signature: \_\_\_\_\_ Approval Date: \_\_\_\_\_

**Important Notice:** A signed copy of this letter must be emailed to [argocivicelmont@gmail.com](mailto:argocivicelmont@gmail.com) for final approval as soon as possible, no later than June 27th. A signed and approved copy of this letter must be provided on the day of the event. It serves as your official entry pass and proof of approved vendor status. **NO LETTER, NO ENTRY.**

**ALL FOOD VENDORS are required to have a valid Food Permit or apply for a Temporary Food Permit prior to the event.** For more information or to submit your application, please contact 516-227-9717 prior to the event.

Warm Regards, The Elmont Argo Civic Association