



FINGERLAKES MALL

SPRING CRAFT FAIR & VENDOR MARKET APPLICATION

Event Dates: Saturday, April 5th, 2025 & Sunday, April 6th, 2025

Application Deadline: Wednesday, March 26th, 2025 (Applications must be completed *in their entirety* & payment received to be accepted. Please read and sign all attached forms in the application packet).

VENDOR INFORMATION

Full Name: _____
Business Name (if applicable): _____
Phone Number: _____
Email (**please write neatly**): _____
Mailing or Business Address: _____
Product(s) being sold: _____

BOOTH SELECTION

Thanks for joining our event! The vendor fee for this event is \$30 per space, per day. Vendor spaces are a rough estimate of 10'x10' and may vary due to mall layout. Each vendor will have 10 ft. minimum of shoppable frontage on one side.

1. **Check Off Date(s) Attending:** **Sat., April 5th** (10am-4pm) **Sun., April 6th** (11pm-4pm)

2. **Vendor Fee** (\$30 each, per day): _____ Line Totals:

a. _____ days attending × _____ vendor space(s) per day × **\$30** → a. _____

3. **Select Add-Ons** (Bring your own at no charge or rent from us):

b. **Tables** (\$8 each, per day): _____ tables × _____ days attending × **\$8** → b. _____

c. **Chairs** (\$1 each, per day): _____ chairs × _____ days attending × **\$1** → c. _____

d. **Electric Access** (\$5 per day): _____ days attending × **\$5** → + d. _____

Payment Options:

- **Check or Money Order** – Payable to **Fingerlakes Mall**
- **Card Payment** – (4% admin fee applies)

TOTAL AMOUNT DUE: \$ _____

SETUP DETAILS

Do you have racks, free-standing displays, or anything larger than standard tables? **No** **Yes**

If so, please describe: _____

Additional Notes: _____

SUBMISSION & CONTACT INFO

Submit your completed application & payment:

- **Mail to:** Fingerlakes Mall, PO Box 7128, Auburn, NY 13022
- **Drop off at:** Mall Main Office, 1579 Clark Street Rd., Auburn, NY
- **Email to:** Elizabeth at marketing@fingerlakesmall.com

Questions? Contact Elizabeth at
315-255-1188 or email us at
marketing@fingerlakesmall.com!

Vendor's Signature: _____ **Date Signed:** ____/____/____

FINGERLAKES MALL VENDOR TABLE RULES & REGULATIONS

We are excited to have you as a vendor at Fingerlakes Mall! To ensure a smooth, enjoyable experience for all, please review our vendor rules. By participating, you agree to follow these policies. If any issues arise, Mall Management reserves the right to make final decisions, including removal from the event if necessary.

- 1. What You Can Sell** – Your space is reserved for selling and displaying only the items listed in your vendor application. If you would like to add something new, please check with us for confirmation first!
- 2. Respectful Selling** – We want shoppers to feel comfortable browsing, so vendors should not call out, physically stop, or overly pressure guests. Please keep all sales activities within your assigned space.
- 3. Leaving Items Overnight** – Vendors participating for multiple days may leave their items overnight. However, Fingerlakes Mall is not responsible for loss, theft, or damage to any vendor’s property. Please plan accordingly.
- 4. Booth Staffing & Children** – An adult (18+) must be present at your booth at all times. If you bring children, please keep them in your space and ensure they do not disrupt other vendors or wander the mall unsupervised.
- 5. Booth Care** – Vendor spaces must remain neat and free of clutter. Before leaving, vendors must clean their area and dispose of all debris. Any damage to mall property, including rented items, is the vendor’s financial responsibility.
- 6. Flyers & Brochures** – Marketing materials must remain at your table. Posting them around the mall, on furniture, or on vehicles in the parking lot is prohibited unless given prior written approval from Fingerlakes Mall Management.
- 7. Booth Assignments** – While we do our best to honor location requests, final booth placement is at the discretion of Mall Management. Spaces are assigned on a first-come, first-served basis, with priority given to 2-day vendors. Vendors will receive their location details via email the week of the event.
- 8. Electricity Access** – Electricity is available as a paid add-on for vendors who request it. If you have opted for electrical access, please bring your own extension cords (we recommend at least 25 feet, but the longer, the better). All cords must be safely secured to prevent tripping hazards.
- 9. Display Guidelines** – Displays should be no taller than 6 feet unless you get prior approval. Please make sure your setup does not block doorways, store entrances, or walkways. If you are using something beyond a standard table, please let us know on page 1 of your application.
- 10. Photography & Promotions** – Fingerlakes Mall may take photos for promotional purposes. If you do not wish to be photographed, please notify Mall Management in advance.
- 11. Music & Sound Systems** – Amplified sound, including music and speakers, is not permitted without prior approval from Mall Management.
- 12. Refund Policy** – Refunds are not available. However, if you notify us of cancellation at least 24 hours before the event, your payment can be credited toward another event within six months of the original date.
- 13. Sales & Foot Traffic Disclaimer** – Fingerlakes Mall does not guarantee a set level of foot traffic or sales. Vendor success depends on various factors, including product selection, pricing, overall market demand, etc.
- 14. Compliance with Regulations** – Vendors must comply with all applicable local, state, CDC, and Health Department regulations.

By submitting your application, you confirm that you have read and are agreeing to these guidelines.

Vendor’s Signature: _____ **Date Signed:** ____/____/____

(updated January 2025)

Fingerlakes Mall Code of Conduct

At Fingerlakes Mall, we are committed to providing a positive and enjoyable experience for all visitors. Please adhere to our Code of Conduct during your visit. Fingerlakes Mall is private property, and any violation of these guidelines may result in expulsion from the property or other legal actions deemed necessary by Mall Management.

Prohibited Conduct

The following conduct is prohibited on Fingerlakes Mall Property:

- Disorderly, disruptive, or threatening behavior that interferes with the safety, well-being, or comfort of others, including but not limited to running, horseplay, spitting, throwing objects, loud offensive language, hate speech (i.e. racial, religious, gender, or ethnic slurs), intimidation, harassment, loitering, or blocking walkways or storefronts.
- Picketing, protesting, petitioning, shouting, or any activity that disrupts business operations.
- Personal transportation devices, including bicycles, scooters, skateboards, hoverboards, roller skates/blades, Heelys, and similar items, are not permitted inside the Mall. **However, mobility devices such as wheelchairs, motorized scooters, or other assistive devices used for mobility are allowed.**
- Walking through or touching planters, including walking on brick borders around planters/fountains, is prohibited.
- Acts or threats of violence of any kind will result in immediate removal from the property and possible banishment.
- Engagement in sexual activity, including the use of sexually explicit language, behavior, or excessive displays of affection, is prohibited.
- The consumption of marijuana or the possession or consumption of illegal substances, as well as public intoxication, is strictly prohibited on Mall property. Any individual found in violation of this will be asked to leave immediately.
- Smoking of any kind, including the use of electronic and vapor smoking devices, is prohibited within the Mall.

Solicitations

- Any form of solicitation, including but not limited to the distribution of flyers, handbills, leaflets, or other marketing materials, requires prior written consent from Mall Management. Unauthorized materials will be removed.
- Sales not within tenant stores must be pre-approved by Mall Management, with appropriate paperwork on file.

Violations of the Law

Any violation of local, state, or federal law is prohibited, including, but not limited to:

- Property damage, defacing or damaging personal property, or graffiti.
- Possession of any weapons, except those carried by authorized law enforcement personnel.

Photography and Video Recording

- Photography or videography of Mall property, events, or individuals requires prior written permission from Mall Management.

Consent to Photography and Video Recording

By entering and remaining on Fingerlakes Mall property, all individuals (including but not limited to employees, customers, tenants, contractors, and visitors) consent to being photographed, video recorded, or audio recorded by Fingerlakes Mall and/or its tenants for security and marketing purposes. These recordings may be used for promotional materials, social media, surveillance, or any other lawful purpose related to the operation of the Mall. If you do not wish to be recorded, please refrain from entering the premises.

Clothing/Attire

- All guests must wear appropriate attire, including shirts and shoes, at all times.
- Guests must adhere to all local, state, CDC, and Health Department regulations while at Fingerlakes Mall. Masks that cover the entire face (e.g., ski masks) are prohibited, unless required for health reasons (e.g., medical masks for COVID-19 protection).

Parental Escort Policy

- All visitors under the age of 17 must be accompanied by a parent or adult guardian (age 21 or older) at all times while on Fingerlakes Mall property, during any day and any operational hours. All guests must be prepared to show a valid photo ID with their date of birth (e.g., driver's license, state ID, military ID, passport, or visa). Failure to provide ID will result in dismissal from the premises.

Parking

- The parking lot is private property and is intended for use by Mall guests, tenants, and employees only. Vehicles must park in designated spaces. Violators may be subject to fines or towing at the owner's expense.
- Overnight parking is not allowed without prior approval from Mall Management.

Dogs/Service Animals

- Only service animals, dogs of Mall tenants, and customers with animals travelling to and from a tenant store providing animal-based services are permitted on Mall property.
- Dogs must be kept on a leash (maximum six feet) or in a carrier, and under the owner's control at all times.
- Owners are responsible for ensuring their dogs comply with all laws, including licensing and vaccinations.
- Owners must immediately clean up after their dogs and dispose of waste properly.
- Dogs must not cause disturbances such as loud barking, aggression, or damage to Mall property.

Signature: _____ Print Name: _____ Date: ____/____/____

(Updated January 2025)

Fingerlakes Mall Community Room - Hold Harmless And Waiver Agreement

This Hold Harmless and Waiver Agreement is made on ___ / ___ / ___ by and between:

- Venue: Fingerlakes Mall, operated by VACHI Fingerlakes, LLC (“Venue”); and
- **Vendor:** _____ (“Vendor”).

By signing this Agreement, the Vendor agrees to the following terms for participation in any event hosted by or at the Fingerlakes Mall:

1. WAIVER OF LIABILITY

The Vendor voluntarily assumes all risks associated with their use of the Venue, and waives any and all rights to file claims against the Venue, its owners, officers, employees, agents, or representatives, for any injury, damage, or loss of any kind, including but not limited to: Personal injury, loss, or damage to personal property; Claims arising from the actions of third parties, other vendors, or guests. This waiver applies to any injury, damage, or loss that occurs during or after the event period, whether arising from negligence, accidents, or any other cause, except in cases of gross negligence or intentional misconduct by the Venue.

2. INDEMNIFICATION AND HOLD HARMLESS

The Vendor agrees to indemnify, defend, and hold the Venue harmless from any claims, losses, or damage, including (but not limited to): Injuries or property damage caused by the Vendor, their guests, or vendors, and any costs, expenses, or legal fees related to such claims.

3. RESPONSIBILITY FOR DAMAGES

The Vendor is fully responsible for any damage to the rented space or other areas of the Venue caused by their activities, guests, or vendors, and agrees to pay for repairs or replacements as determined by the Venue.

4. INSURANCE DISCLAIMER

The Venue does not provide insurance coverage for the Vendor’s activities, guests, or property. The Vendor is solely responsible for obtaining any necessary insurance.

5. TERM AND SCOPE OF AGREEMENT

This Agreement applies to all events participated in by the Vendor at the Fingerlakes Mall from the date of signing until December 31, 2025, including any events, activities, or related claims arising during this period. This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

6. VENDOR INFORMATION

Full Name of Vendor: _____

Organization(if applicable): _____

Address: _____ **City, State, Zip:** _____

Phone Number: _____ **Email:** _____

7. EVENT DETAILS

Date(s) of Event: Sat, April 5th, 2025, and Sun April 6th, 2025, **Time(s):** Sat. 7am-4pm, and Sun. 8am-4pm

8. ACKNOWLEDGMENT OF AGREEMENT

By signing below, the Vendor confirms the following:

1. Acknowledges reading and understanding this Agreement
2. Waives all claims, except those due to gross negligence or intentional misconduct by the Venue
3. Accepts full responsibility for their actions and those of their guests
4. Confirms being at least 18 years old and authorized to sign for all participants

Vendor’s Signature: _____ **Date Signed:** ___ / ___ / ___