

2026 Commercial Vendor Application

OSWEGO HARBOR FESTIVALS, INC. | CONFIDENTIAL

Harborfest is one of New York's premier waterfront festivals, drawing 50,000+ visitors to Oswego on the shores of Lake Ontario every July. Named a five-time Top-100 Event in North America by the American Bus Association, Harborfest features free musical entertainment, children's activities, international cuisine, a midway, and one of the most spectacular fireworks displays in the Northeast — making it a prime showcase location for commercial vendors.

THE PROCESS

Application to be a Commercial Vendor does not guarantee acceptance. Harborfest reserves the right to decline any vendor for any reason. All accepted Commercial Vendors will receive a Vendor Agreement. Review of applications begins upon receipt and continues until all sites are filled.

Application Deadline: EXTENDED TO: June 15, 2026. Apply early — sites fill quickly.

Commercial Vendors must sell a product that a consumer may purchase and walk away with. The sale of cigars, cigarettes, e-cigarettes, chew, ready-to-eat food, or alcoholic beverages is not permitted for Commercial Vendors.

LOCATIONS & BOOTH FEES

Booths are based on a 10' x 10' footprint. Booths larger than 10x10 will be charged based on actual size.

Breitbeck Park	\$525 (early-bird by 6/15) / \$550 after 6/15
Washington Square Park	\$150 (early-bird by 6/15) / \$175 after 6/15
Application Fee	\$35 (non-refundable)
Electricity (per duplex outlet / 20 amps)	\$25
Insurance (if needed)	\$90 — available through Harborfest
Returned Check Fee	\$30

PAYMENT SCHEDULE

All fees must be included with the application. If paying by check, submit two separate checks: (1) \$35 Application Fee and (2) Booth/Miscellaneous Fees. Make checks payable to Oswego Harbor Festivals, Inc. The booth/miscellaneous fee check will only be processed if the vendor is accepted; if not accepted, it will be returned. If paying by credit card, the application fee is processed immediately; booth/miscellaneous fees are processed only upon acceptance.

CANCELLATION POLICY

If written notification of cancellation is received by June 30th, 2026, the booth/miscellaneous fee will be refunded. The application fee is non-refundable.

FESTIVAL REGULATIONS

1. Vendors must abide by regulations as set forth in the application. Vendors who do not display and/or sell the exact items submitted with their application will be asked to leave and will forfeit the booth fee. Harborfest will not be liable for lost profits, consequential, or incidental damages including travel, lodging, insurance, or wages.
2. Vendors must be set up by the time their assigned venue opens each day (subject to change) and remain open until specified closing times unless notified by Festival officials. Exact times will be provided by July 1, 2026.
3. No specific booth locations are guaranteed. Prior participation does not guarantee space in the 2026 Festival.
4. Booth spaces are 10' wide × 10' deep, with vending from the front and sides only. Vendors and all belongings must stay within these boundaries. Booth spaces cannot be sublet or reassigned. Hawking, soliciting, or roaming the crowds is not allowed. Selling from trucks, vans, or trailers is not permitted without prior written approval from Harborfest. Vendors must remain in their designated booths to sell their products.
5. All booths must be secure and stable in construction. Electricity is not guaranteed and fees are charged if provided.
6. Harborfest requests vendors to provide their own tents (preferably white), tables, and chairs. Tent/table/chair rentals are available through Harborfest for an additional fee — contact the Vendor Coordinator.
7. Display booths and items left in place before, during, or after show hours are the full responsibility of the Vendor. Standard public security will be provided.
8. Set-up and display materials are Vendor's responsibility. Controlled vehicle access is allowed ONLY at designated set-up times. NO vehicles are allowed in venues or on site during festival operating hours. NO EXCEPTIONS.
9. Vendors must be registered with the State of New York and are required to display a NYS Sales Tax Certificate in their booth at all times. Vendors are responsible for collection and remittance of the appropriate NYS sales tax (8%). Contact: State of New York Tax ID Information (518) 485-2889 or www.tax.ny.gov. A copy of the NYS Sales Tax Certificate must be provided with the application.
10. Vendor must provide a Certificate of Insurance naming Oswego Harbor Festivals, Inc., Harbor Festivals Guild, and the City of Oswego as additional insured, as follows: general liability insurance on an occurrence basis, combined single-limit bodily injury and property damage coverage of not less than \$1,000,000. If you do not carry insurance, coverage may be purchased through Harborfest for \$90.
11. Harborfest is not responsible for any damage, loss of personal property, personal injury, or accidents involving Vendor and his/her personnel. Vendors indemnify and agree to hold Harborfest harmless from any and all claims, liabilities, demands, lawsuits, costs, penalties, expenses (including reasonable attorney fees), and judgments due to breach of this agreement by Vendors or their personnel.
12. Music played by vendors or PA systems used by vendors must not interfere with other vendors or stages. Music is not permitted while stages are operating.
13. There is no product exclusivity offered to vendors (with the exception of glow-light/electric light-up novelties). Harborfest will make every effort not to place two vendors selling similar items next to each other, but this is not guaranteed.
14. Harborfest personnel must authorize any early withdrawal from the event.

2026 Commercial Vendor Application Form

Please print legibly and fill in completely. Application deadline: June 15, 2026.

VENDOR INFORMATION

Name	Business Name	
Address	City, State, ZIP	
Phone	Cell	NYS Tax ID Number
Email Address	Website	
Social Media URLs (list them all):		

Vendor Status:

- New Applicant Returning Vendor

If new, list other shows you have participated in within the last year:

LOCATION & BOOTH SELECTION

Select preferred location (booth fees based on 10×10; larger booths charged accordingly):

- Breitbeck Park — \$525 (by 6/15) / \$550 after ___ Booths Washington Square Park — \$150 (by 6/15) / \$175 after ___ Booths

MISCELLANEOUS / ADD-ONS

- Electric Outlet (\$25 / duplex / 20A) Insurance (\$90) Other:

Do you need access to water?

- Yes No

PUBLICITY PREFERENCE

How should your listing appear in promotional materials?

- Business Name Last Name Only

PRODUCT DESCRIPTION

Please attach a complete list of ALL products to be sold. This assists Harborfest with booth placement.

Brief description:

PAYMENT CALCULATION

Application Fee (non-refundable)	\$35.00
Booth Fee	\$ _____
Miscellaneous Fees	\$ _____
TOTAL	\$ _____

PAYMENT METHOD

Check / Money Order Credit Card — Visa MasterCard AMEX

If paying by check, submit TWO checks: (1) \$35 Application Fee (2) Booth + Miscellaneous Fees. Make payable to Oswego Harbor Festivals, Inc.

Credit Card Number _____ Expiration Date _____
3-Digit Security Code _____

I, the undersigned, am the authorized credit card holder and authorize Harborfest to charge my account for Festival fees.

Authorized Card Holder Signature _____ Date _____

AUTHORIZATION

I have read this application and agree to comply with all Oswego Harborfest regulations. I understand that my vendor signature on the Vendor Agreement will constitute a binding contract.

Vendor Signature _____ Date _____

SIGNATURE BLOCK (VENDOR AGREEMENT)

To be completed upon execution of the Vendor Agreement.

OSWEGO HARBOR FESTIVALS, INC.

VENDOR

Signature _____
Printed Name _____
Title _____
Date _____

Signature _____
Printed Name _____
Business Name _____
Address _____
Email _____
Date _____

QUESTIONS? Contact Vendor Coordinator:

Phone: 315-343-6858 | Email: vendor@oswegoharborfest.com

Mail completed application to: Oswego Harbor Festivals, Inc., 41 Lake Street, Oswego, NY 13126

APPLICATION CHECKLIST

Complete your application and return to: Oswego Harbor Festivals, Inc., 41 Lake Street, Oswego, NY 13126

- Two checks: \$35 application fee & booth/miscellaneous fees (or credit card authorization)
- Copy of NYS Sales Tax Certificate (booth will not be allowed to open without this)
- Copy of valid photo ID
- If requesting electricity: list of electrical devices and requirements
- List of all products to be sold (assists with booth placement)
- Description of how you plan to use your booth; photo or sketch of booth encouraged

