



2025 Yonkers Puerto Rican/Hispanic Festival Vendor Application

The 2025 Yonkers Puerto Rican / Hispanic Festival Sunday, June 1, 2025 Sales • 12:00pm – 7:00pm

You can email your application and payment to

Yonkers Hispanic Cultural Foundation Inc.

941 Mclean Ave., #255

Yonkers NY 10704

www.yonkershcf.org

Or Contact Ms. Gisselle Pena at (914) 619-1777

All vendors must apply for a vendor's booth using this form. Do not apply directly to the City of Yonkers or the Westchester County Dept of Health. We will provide you direction on how to secure all the permits you will need to participate.

VENDOR FEES

10x10 Health Insurance:
\$1,000

10x10 Commercial Business
\$250

10x10 Arts & Craft: **\$150**

10x10 Non-Profit CBO **\$100**

FOOD VENDOR COSTS

10x10 Space Cost: **\$250**

10x20 Space Cost: **\$400**

VENDOR SPACE IS LIMITED

Tables, Chairs & Tent Rentals

1 table, 2 chairs can be rented for
\$30

Tent + 4 weights can be rented for
\$100

Otherwise, vendors must provide
their own tent, tables and chairs.

Note:* All Vendor tents, MUST be weighed down. All Food Vendors must have tent over all the food.

All prospective vendors are subject to review and approval by the Y.H.C.F. and the office of the City of Yonkers Consumer Protection. Any vendor may be disqualified from participating, for any reason, at the sole discretion of the
Yonkers Hispanic Cultural Foundation

The Yonkers Hispanic Cultural Foundation Inc. is a non-for profit, 501(c)(3), who seeks to advance participation and understanding of Puerto Rican and Hispanic Cultural Traditions. Our functions emphasize the empowerment of Arts, Culture and Traditions by preserving our cultural identity. The Yonkers Puerto Rican / Hispanic Festival is scheduled for **Sunday, June 1, 2025**. The festival is from 12:00pm to 7:00pm in the Chicken Island parking lot in Getty Square. Yonkers Puerto Rican / Hispanic Festival will offer a range of activities, vendors, tasty treats, delicious beverages, music, entertainment, Live Concert and more.

VENDOR GUIDELINES

1. Vendors will be assigned a booth location and given instructions prior to the event via email. Locations are NOT negotiable.
2. Set-up starts at 8:00 AM, must be completed by 11:00 AM. Selling can take place from 12pm to 7pm. At 7pm all sales must stop. Vendor goods must be broken down and removed by 7:30PM.
3. No Amplified sound of any type. You cannot interfere with Stage Entertainment.
4. All VENDORS MUST display a copy of their photo ID, copy of your NYS Vendor Certificate of Authority, Beer and food permits.
5. If you are a FOOD vendor you MUST display a copy of your Westchester County Mobile Health Permit or completed Westchester County Temporary Food Service Application or catering license.
6. If you are a NON-PROFIT You MUST provide a copy of your 501(c)3.
7. DO NOT mail your application to the City of Yonkers. All Yonkers Puerto Rican / Hispanic Festival vendor applications and permits will be obtained through the YHCF and this application.
8. All Vendor Forms and Fees MUST be submitted by May 17, 2025.
9. Vendors must complete the City of Yonkers Vendor application which is attached to this application. The City Vendor fee will be paid by the YHCF as part of your application fee to participate.

VENDOR SPACE IS LIMITED

The Yonkers Hispanic Cultural Foundation Inc., City of Yonkers and The Downtown Waterfront Business Improvement District will not be held liable for breakage or loss of any items. Vendors are responsible for booths at all times during the festival. By signing the vendor form you agree to hold harmless of any liability the Yonkers Hispanic Cultural Foundation Inc., City of Yonkers and The Downtown Waterfront Business Improvement District.



2025 Yonkers Puerto Rican/Hispanic Festival Vendor Application

The following documentation is **REQUIRED** to secure your spot.

ALL VENDORS MUST INCLUDE:

- NYS Vendor Certificate of Authority
(Excludes Non-Profit)
- Photo ID
- Check or Money Order
- Non-Profit CBO's Must Provide a proof of 501c3

MAKE PAYABLE TO:

"Yonkers Hispanic Cultural Foundation Inc."

DROP OFF Monday thru Friday At
Yonkers Waterfront BID Office
Attn: YHCF
15 Main St.
Yonkers NY 10701

Food Vendors Must Include:

- Mobile Health Permit
or
- Completed Application for
Westchester County Temporary
Food Service
Or Catering License.

**FOOD VENDORS Applying for
Westchester County
Temporary Health Permit:**

MAKE SEPARATE CHECK PAYABLE TO:

**"Westchester County
Dept. of Health"**

In the amount of \$85.00

If you have any questions,
contact:

Ms. Gisselle Pena

At

(914) 619-1777

NAME OF BUSINESS

CONTACT NAME

ATTENDEE'S NAMES

ADDRESS

CITY

STATE

ZIP

CELL #

EMAIL

MUST BE PROVIDED CLEARLY FOR CONFIRMATION OF BOOTH NUMBER & PARKING

ALL VENDOR BOOTHS ARE 10 X 10 SIZE. ALL FOOD VENDORS MUST HAVE TENT/CANOPY OVER FOOD. ALL TENTS MUST BE SECURED DOWN WITH SOME FORM OF WEIGHTS.

PLEASE CHOOSE ONE VENDOR CATEGORY:

☐ **FOOD \$250**

☐ **Double \$400**

☐ **COMMERCIAL \$250**

☐ **ARTS & CRAFTS \$150**

☐ **NOT-FOR-PROFIT \$100**

☐ **Health Insurance \$1,500**

ALL VENDOR BOOTHS ARE 10 X 10 SIZE. IF YOU HAVE A MOBILE TRUCK, YOU MUST TAKE TWO BOOTHS

NUMBER OF BOOTHS NEEDED: _____

DESCRIPTION OF MERCHANDISE/FOOD: _____

DO YOU HAVE A MOBILE FOOD TRUCK: ☐ YES ☐ NO **SIZE:** _____

RENT 1 Table & 2 Chairs for \$30: ☐ YES ☐ NO

RENT 1 Tent & 4 Weights for \$100: ☐ YES ☐ NO

FEE TOTAL

TOTAL AMOUNT DUE:

CHECK/M.O.#

VENDOR SIGNATURE

DATE:

All Vendor Forms and Vendor Fees Due by 5 pm May 15, 2025

All Payments are Non-Refundable