

Hudson Valley Welcome



Community Fair Showcasing Local Businesses & Welcoming West Point Class of '29 Families

Organized by CONNECT a program proudly sponsored by
the West Point Association of Graduates



Dear Prospective Vendor,

Highland Falls will celebrate its 1st Annual Hudson Valley Welcome on Monday, June 30, 2025, in Highland Falls, New York at the gates of the distinguished United States Military Academy at West Point. Hudson Valley Welcome 2025 will feature a full day of entertainment, children's activities, and a large craft and food fair and is in conjunction with the United States Military Academy's "R Day" wherein over 1000 new West Point families come to drop their class of 2029 Cadets at the Academy. The event is proudly sponsored by the West Point Association of Graduates, and organized by its CONNECT program. CONNECT is an entirely free after school program supporting the families of Highland Falls and Fort Montgomery.

The festivities will begin June 30, 2025, at 9:00 am and conclude by 4:00 pm and will be located at the Municipal Lot on Main Street Highland Falls, New York near the Thayer Gate of West Point's United States Military Academy and across from the USMA Visitor's Center.

You are invited to be a part of the Hudson Valley Welcome celebration. Food and craft vending spaces are available for \$100.00 per 10' x 10' for applications received before June 15 (after June 15 the registration fee is \$150.00.) Food Truck vendors (16' by 10' space) are available for \$150 prior to June 15 and \$200 after June 15. Highland Falls Chamber members receive a \$25 discount on registration. If you require a larger space, additional fees will apply. The fee for Not-for-Profit vendors planning to sell merchandise is \$35.00. Not-for-profit vendors are prohibited from offering food and beverages. Not-for-profit informational vendors are invited to participate at no charge. All proceeds go to support the CONNECT after school program.

Only food vendors and children's activity vendors must provide a certificate of insurance for June 30, 2025, naming the Village of Highland Falls, and LGL Real Estate Foundation, LLC as holders and additional insureds. Please include a copy with your application. In addition, the Orange County Health Department requires that all commercial food vendors submit to an inspection and pay a fee for a temporary, off-premises food permit. These arrangements must be made in advance directly with the Health Department, 845-291-2332, to avoid any additional fees levied by the inspector on-site. We will accept a maximum of 2 food vendors offering the same menu items. Decisions regarding vendor acceptance/participation will be at the discretion of the Hudson Valley Welcome Committee.

Hudson Valley Welcome will be held on Monday, June 30, 2025, **rain or shine. There is no rain date scheduled.**

Vendors should plan to provide their own tents, tables, etc. If you require electricity, you must supply your own generator and notify the committee with your application. Please plan to arrive by 8:00 am. Set up must be completed no later than 9:30 am so that all vehicles can be moved to designated vendor parking areas. [over]

Hudson Valley Welcome



Community Fair Showcasing Local Businesses & Welcoming West Point Class of '29 Families

Organized by CONNECT a program proudly sponsored by
the West Point Association of Graduates



The festival will end at 4:00 pm. All vendors are expected to depart no later than 5:00 pm. Upon departure, vendor spaces must be clean, and all trash must be carried out.

A vendor application should be completed in full and returned by June 15, 2025, as spaces are limited. You will receive an email confirmation when your application and vendor fee are received. A follow-up regarding check-in locations, parking, space location, and set-up will be emailed approximately 2 weeks before the festival.

If you are a food or craft vendor and would like to participate in the West Point -Town of Highlands Farmers Market from 8:00 AM to 2:00 PM on Sunday, June 29th the market has space available for those wishing to participate both days (Sunday and Monday) for an additional \$20. Please note that the Farmers Market does not allow the resale of merchandise. Please contact the West Point – Town of Highlands Farmers Market if you are interested at info@wptohmarket.com. To learn more about the market visit: www.wptohmarket.com

In the event an application and/or registration fee is received after all spaces have been assigned, the application and fee will be returned.

Please check our website, www.hudsonvalleywelcome.org, for updates. The best way to reach us is by email at info@hudsonvalleywelcome.org.

We look forward to having a great day and hope that you will join us.

Sincerely,

The 2025 Hudson Valley Welcome Committee

Hudson Valley Welcome



Community Fair Showcasing Local Businesses & Welcoming West Point Class of '29 Families

Organized by CONNECT a program proudly sponsored by
the West Point Association of Graduates



Vendor Application- Agreement Form

Check all boxes that apply: ____ I wish to participate in Hudson Valley Welcome 2025 on Monday, June 30.

I am a: ____ Commercial Vendor (\$100.00 prior to June 15, 2025, \$150.00 after June 15, 2025)

____ Highland Falls Chamber of Commerce Vendor (\$75.00 prior to June 15, 2025, \$125.00 after June 15.)

____ Food Truck Vendor & Highland Falls Chamber of Commerce Member (\$125 after June 15, \$175)

____ Non-Chamber Food Truck Vendor (\$150 prior to June 15 after June 15, \$200)

____ Not-for-Profit Retail Vendor (\$35.00) or ____ Not-for-Profit Information Vendor (N/C)

I have enclosed the Space fee of \$_____ and a Certificate of Insurance (if required, see below).

Please Type or Print Clearly (if we cannot read your application, it will be returned).

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Description of Merchandise (Please provide a specific description of items to be displayed/sold, "crafts" or "food" is not sufficient) FOOD VENDERS MUST SUBMIT A MENU WITH THEIR APPLICATION.

We reserve the right to reject an application for any lawful reason.

Waiver of Liability: Vendor assumes all risks of loss or damage to property and waives all claims against the Village of Highland Falls, LGL Real Estate Foundation, LLC, and its committee members, which arise out of the use of the premises.

Signature: _____ Date: _____

Make Checks payable to the WPAOG – HVP, LLC.

Please return with your payment to:
DO NOT FAX OR EMAIL
YOUR APPLICATION

Hudson Valley Welcome (Attn: CONNECT)
698 Mills Road
West Point, New York 10996

☐ I am bringing a generator

[over]

Hudson Valley Welcome



Community Fair Showcasing Local Businesses & Welcoming West Point Class of '29 Families

Organized by CONNECT a program proudly sponsored by
the West Point Association of Graduates



Additional Information:

- Festival hours are 10:00-4:00 pm on Monday, June 30, 2025, Rain or Shine
- There will be no refunds on rain dates.
- Vending spaces are 10'x10' Additional fees will apply if you require a larger space. Tents are welcome.
- The sale of alcoholic beverages is prohibited.
- Food vendors must obtain a temporary off-premises food permit as required by the Orange County Health Dept. ONLY Food & children's Activity vendors must provide a Certificate of Liability Insurance naming the Village of Highland Falls and the LGL Real Estate Foundation, LLC as holders and additional insureds.
- Not-for profit vendors are prohibited from selling food and/beverages.
- Only authorized Hudson Valley Welcome 2025 Raffle Tickets will be permitted to be sold at Hudson Valley Welcome
- Upon departure, vendor spaces must be clean, and all trash must be carried out.
- Electrical outlets are not available. Plan to provide your own generator

Please check our website, www.hudsonvalleywelcome.org, for updates.

Questions? The best way to reach us is by email at info@hudsonvalleywelcome.org.

Thank you!