

New York State Bluesfest Vendor Information

New York State Blues Festival

Location: Chevy Court, New York State Fairgrounds, Syracuse, NY

Dates: June 11–13, 2026

Vendor Submittals (Due by May 1, 2026)

- Completed application form
- Plus, all that apply from the following.

Electrical Service Request Form (New York State Fairgrounds)

- Form submitted (if electricity is needed)
- Photo of all plugs. (required)
- [NYSF-Events-Department-Electrical-Usage-Form.pdf](#)

Temporary Health Permit (Onondaga County Health Department)

- Permit submitted (required for food vendors)
 - <https://onondaga.gov/health-env/wp-content/uploads/sites/196/2021/08/TemporaryFoodPermit.pdf>

Insurance Certificates (Food vendors only)

- Liability insurance submitted

Photo or Rendering of Business

- Image or rendering of booth/trailer/setup submitted

Logo & Social Media Handles

- Logo submitted
- Social media handles provided

Vendor Operating Hours - Vendors are required to be on-site and operating during all festival hours:

Day	Time
Thursday, June 11	3:00 p.m. – 10:30 p.m.
Friday, June 12	3:00 p.m. – 10:30 p.m.
Saturday, June 13	11:00 a.m. – 10:30 p.m.

Important Deadline - All applications and required documents must be completed and submitted with full payment by May 1, 2026.

For Retail and Craft: Vendor spaces are 12 x 12 for retail and craft vendors, Accommodations for a larger vendor space can be requested, for an additional fee with the approval of the Vendor Director.

Food Vendor: Vendor spaces are 12 x 12. Larger **spaces** will be accommodated with the approval of the Vendor Director.

Load In: Load in time will begin on Wednesday, **June 10, 2026 , 8:00am - 2:00pm** & Thursday, **June 11, 2026, 8:00 a.m. - 2:00pm**. We are asking for set-up to be completed by 3pm on opening day. The gates will open at 3pm; Show starts at 4:00pm. **The Vendor Director will contact you to select a arrival time slot.** **We expect all vendors to be in place throughout the duration of the festival.**

Load Out: Festival ends **10:30 PM, Saturday, June 13, 2026.**

- Do not break down early without Vendor Director approval.
- All participants must leave the premises Saturday night unless arranged with NYS BluesFest.
- Leave your area clean and dispose of all trash properly.

Electrical Usage – NYS Fairgrounds Festival

Important: Please note that late or incomplete submissions may lead to delays, extra charges, or could impede the setup process. Deadline: **May 1, 2026**

- **Complete the Form:** Include Vendor Name, Assigned Zone, Service Date(s), Type of Service (110V or 208V), Grounding Confirmation, and specific electrical needs (amps, outlets, equipment).
- **Review Details:** Verify all requirements are accurate and confirm any 208V needs (additional \$88 per 208V hook-up).
- **Authorized Installation:** All connections must be approved by NYS Fairgrounds Electricians before the festival.
- **Submit by May 1, 2026:** Send completed form on time and keep a copy.
- **Avoid Fees & Delays:** Ensure the form is complete and properly signed.

Parking

- **Designated parking areas** have been allocated for vendors participating in the festival, specifically in THE RED LOT. **Overnight parking is prohibited.** *and enforced. violators will be asked to leave.*

Insurance

- The New York State Blues Festival mandates that all vendors selling food and products intended for skin application or ingestion provide a copy of their liability insurance.
- The required policy must cover **\$1,000,000 in general liability** and list the following organizations as additional insured:
 - **New York State Fair**
 - **New York State Rhythm and Blues Festival, Inc.**
- **Insurance certificates** must be submitted no later than **May 1, 2026**.

Health Permit

- All food and beverage vendors must obtain a Temporary Health Permit from the Onondaga County Health Department before the festival, starting January 2025. A copy must be submitted to the Vendor Director by **May 1, 2026**, and presented upon arrival. Vendors without a permit will not be allowed to participate. For more information or to apply, visit the Onondaga County Health Department or email forms to vendors@nysbluesfest.com.

Beverages

- All alcoholic beverages at the NYS Blues Festival are owned and managed exclusively by the festival. Only vendors specifically contracted by the festival are authorized to sell alcoholic beverages, which will be served in designated festival-operated beverage tents. Vendors may sell non-alcoholic beverages, including sodas, juices, water, coffee, tea, lemonade, and other similar drinks. To ensure clarity and avoid duplication, all vendors must provide a complete list of the beverages they intend to sell, along with any relevant notes such as dietary or specialty options. This process allows festival organizers to track all offerings efficiently, and limit duplications.

Utilities

- Vendors must list on the Utilities Request Form all items requiring electricity, including lighting, appliances, and electronics. Extension cords, power strips, and adapters must be provided by the vendor. The completed form is due with the vendor application by **May 1, 2026**.

Ground Cover

- Vendors must cover the ground in their booth and any exposed electrical cords outside their tents to ensure safety.

Hydrants

- Fire hydrants must always be visible and unobstructed for emergency access.

Outdoor Tents: New Requirements for 2026

The New York State Blues Festival has established new requirements for securing outdoor tents and temporary structures to enhance safety and ensure compliance with health and safety regulations. These guidelines aim to mitigate hazards during inclement weather.

Ballasts

- **Mandatory Ballasting:** All temporary structures must be adequately ballasted with the required weight per pole.
- **Commercial Weights Only:** Only commercially manufactured weights are allowed; the use of water weights, sandbags, cement buckets, cinder blocks, or similar items is prohibited.
- **No Stakes Allowed:** Stakes cannot be used for securing tents or temporary structures.
- **Fair-Provided Ballasts:** The fair will provide ballasts at scheduled times during setup, pre-staged according to the event layout submitted 30 days in advance.

Straps

- **Strapping Requirements:** Temporary structures must be secured to ballasts using ratchet straps; the use of rope or stakes is prohibited.
- **Adequate Weight Capacity:** Straps and hardware must meet the weight capacity requirements for the attached ballast.
- **Condition of Straps:** Straps must be in good repair, with no signs of wear, rips, tears, rust, or other visible structural issues.
- **Approved Equipment:** Examples of approved ratchet-type straps can be found at various local hardware stores near the Fairgrounds, and the weight capacity should be indicated on all product packaging.

Non-Compliance

- **Inspections:** NYS Fair staff will conduct periodic reviews of tents for compliance.
- **Corrections:** Vendors will be informed of any issues and provided guidance for corrections.
- **Removal of Non-Compliant Structures:** Any tent or structure found to be non-compliant must be dismantled if the issue is not quickly resolved.
- **Promoter Responsibility:** The event promoter is responsible for communicating these changes or the need for removal to their vendors.

These guidelines are essential for ensuring a safe environment for all festival attendees and participants. Compliance is mandatory, and your cooperation is greatly appreciated.

Cookers

- Cookers must not be located under the tent.
- Aisles and exits must remain clear and unobstructed if tents are enclosed.
- *All tents and canopies must be secured using weights; stakes are not permitted.*

Combustibles

- Combustibles are defined as any materials that can ignite, including but not limited to cardboard, paper, wood (such as chips, pallets), canvas, or plastic packaging materials.
- These materials must not be stored, stacked, piled, or left in booths higher than 3 feet, 2 feet deep, or 6 feet long. Any excessive material posing a hazard must be removed.

Fire Prevention Bureau Requirements

- Every food vendor **must** have a fire extinguisher on hand.
- The fire department and the New York State Fair require that propane tanks be secured by tie or chain and kept outside any tent.

Lighting

- Vendors are responsible for providing their own lighting. Due to the extreme heat generated by halogen lights and the flammability of gas lanterns, these sources are not permitted.

Accessibility to Buildings

- Accessibility spaces are maintained for access to buildings, parking lots, and to facilitate movement for emergency apparatus. In the event of a structure fire, booths may need to be removed or lowered for access.

Trash

- Your area must remain clean and tidy at all times for both health reasons and to present a wholesome image. Trash receptacles will be provided for your convenience.
- Please use plastic trash bags (maximum weight 40 lbs.) and do not overload the receptacles.
- *DO NOT* dump grease into them.

Recycling

- **All Onondaga County recycling rules apply.**
- Vendors are required to recycle, with boxes, cans, glass, and plastic to be separated and placed in the back right corner of your booth. An official cleaning crew will periodically collect these recyclables from your site.

Security

- While overnight security will be provided on Wednesday, Thursday, and Friday, it remains the vendor's responsibility to secure their belongings. The NYS Rhythm & Blues Festival, Inc. is not responsible for any lost or stolen property.

Emergencies

- In case of an emergency, please notify a security guard to contact a member of the NYS Blues Festival staff. EMTs will be on-site throughout the event to provide emergency assistance if necessary.

Event Cancellation

- This is a rain or shine event.

For Traveling Vendors

We have arranged special lodging options for vendors attending the festival. Local hotels and motels offering special rates for the New York State Blues Festival include:

Hotels Offering Rates for Festival Attendees

1. **Holiday Inn Express: Syracuse-Fairgrounds**

1-888-465-4329

Ask for *NYS Bluesfest Rate*

2. **Aloft Syracuse Inner Harbor**

310 W Kirkpatrick St, Syracuse, NY 13204

315-422-1700

Ask for *NYS Blues Festival attendee rate*

3. **Residence Inn Syracuse Downtown at Armory Square**

300 W Fayette St, Syracuse, NY 13202

315-422-4864

Ask about *Blues Festival group rate*

Call early; festival blocks fill fast.

Reserved RV Parking

- A limited number of RV Camping sites are available FOR RENT at the NYS Fairgrounds during the NYS Blues Festival (June 10-14, 2026) with power, water, and sewer hook-ups included. These are limited to RV use only. Tent and car-camping are STRICTLY prohibited. Please note you must reserve and rent your RV space in Advance. For RV reservation information, visit www.nysbluesfest.com
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2026 NYS BluesFest Vendor Application

Applications will be accepted until May 1, 2026, only. (Please print legibly and complete all sections)

Vendor Information:

Name: _____

Business Name: _____

Address: _____

City, State, ZIP: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Website: _____

Menu: Include a menu with items and prices. Menus impact acceptance and placement. List items by importance; some may be restricted to avoid duplication. You'll be notified if any are prohibited. Prices must remain stable during the festival. Retail vendors must also list planned offerings.

DO YOU OFFER VEGAN/VEGETARIAN OR GLUTEN FREE OPTIONS? YES NO

Set-Up/Space Requested: Please complete the relevant section.

Trailer (if applicable):

- Total space needed (including hitch): **Frontage:** _____ **Depth:** _____
- Is hitch removable? Yes No From what side or end of the trailer do you operate? _____
- Where is the entrance door of the unit? (If at the front, include in "Frontage" space) _____

Tent (if applicable):

- Total space needed: **Frontage:** _____ **Depth:** _____
- Dimensions (include weights): **Length** _____ **Width** _____ Flaps: Yes No

Food Truck (if applicable):

- Total space needed: **Frontage:** _____ **Depth:** _____

Vendor Fees

12x12

Larger than 12x12

- | | | |
|---|--------------------------------|--------------------------------|
| <input type="radio"/> Retail Vendor | <input type="checkbox"/> \$400 | <input type="checkbox"/> \$500 |
| <input type="radio"/> Food Vendor (Snack Type) | <input type="checkbox"/> \$550 | <input type="checkbox"/> \$650 |
| <input type="radio"/> Food Vendor (Meal Type) | <input type="checkbox"/> \$850 | <input type="checkbox"/> \$950 |
| <input type="radio"/> Corporate Booth (Non Sponsor) | <input type="checkbox"/> \$400 | |
| <input type="radio"/> Community/Non-Profit | <input type="checkbox"/> \$150 | |
| <input type="radio"/> Are you a returning vendor? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

- If returning, list years attended: _____

Payment Terms and Condition of the Agreement

I have read and agreed to all the terms and fees listed above and the terms and fees listed in NYS Blues Festival Vendor Package 2026.

Vendor Signature _____ **Date:** _____

FOR OFFICE USE ONLY		
DATE RECEIVED	FORM	RECEIVED BY
	<input type="checkbox"/> VENDOR APPLICATION	
	<input type="checkbox"/> ELECTRICAL USE FORM	
	<input type="checkbox"/> HEALTH PERMIT (IF APPLICABLE)	
	<input type="checkbox"/> INSURANCE FORMS	