

Mystic Fair

At the Empire State Plaza - Concourse
10.25.23 & 10.26.23

AT THE **PLAZA**

This annual, and greatly anticipated, two-day event offers providers of holistic goods and services an opportunity to display, sample and sell at the Empire State Plaza. OGS-sponsored events, such as the Mystic Fair, held at the Empire State Plaza, serve thousands of State employees, visitors and are intended to be family friendly.

Vendors and practitioners providing the following are invited to apply to participate:

Visionary Arts and Music

Gems, Crystals and Stones

Dream Interpreters

Massage and Healing

Tarot Card Readers

Astrologists

Seasonal Products
(Halloween/Fall)

Angel Readers

Paranormal Investigators

Mind, Body, Spirit Items &
Services

Psychics

Handwriting Analysts

APPLICATION DEADLINE IS OCTOBER 18, 2023

All applications that are submitted by the above listed deadline will be considered. Sending an application does not guarantee acceptance into the program. Here's how it works:

- Vendors will be notified via email of their event participation.
- OGS reserves the right to extend deadlines
- Ready to eat products are not eligible

For additional information please contact Diane Hems:

New York State Office of General Services, Convention & Cultural Events
Tel 518-473-4756 • Diane.Hems@ogs.ny.gov



Vendor Application: 2023 Mystic Fair

Load in begins at 7:00 a.m.

Instructions: Please complete the application by indicating the event(s) that you wish to participate in, along with the applicable fees.

Business Information					
Business Name		Contact Name	Phone	Email	
Business Address 1		How will the items you sell/distribute enhance the spirit and character of the event?			
Business Address 2					
City	State				Zip
Vehicle & Driver Information					
Will your vehicle fit in the V-Lot? (Must be 6ft, 6in or lower in height)		Yes No	Will you need oversize vehicle parking in P-1N Lot? (For vehicles 6 ft, 6in or higher)		Yes No
Driver 1 Name (exactly as it appears on license)	Driver's License: Issued State & Number		License Plate: Issued State & Number		
Driver 2 Name (exactly as it appears on license)	Driver's License: Issued State & Number		License Plate: Issued State & Number		
Permit Agreement					
<p>The Permit Agreement, including the completed Notary Page, photos of booth and signs and insurance requirements, is REQUIRED and must be attached with the Vendor Application.</p> <ul style="list-style-type: none"> Download the Agreement: https://empirestateplaza.ny.gov/permit-agreement The Agreement is not applicable for NYS Agencies. Vendors wishing to apply for an insurance waiver must meet the terms outlined in Item 12 of the Permit Agreement. <p>My permit agreement is already on file</p> <p>My permit agreement is included with this vendor application</p>		Please include any additional information or questions in the space below:			
Options, Fees & Payment					
Reader/Practitioner - Basic Booth Space					
10'x15' Tented space with 2 tables and 4 chairs, 110v power, and 1 parking space	\$120	Total: \$			
Additional 15' and 2 additional tables	Qty: x \$50	Total: \$			
Additional Table (per table)	Qty: x \$5	Total: \$			
Additional Parking	Qty: x \$10	Total: \$			
Vendor - Basic Booth Space					
10'x15' Space with 2 tables and 2 chairs, 110v power, and 1 parking space	\$100	Total: \$			
Additional 15' and 2 additional tables	Qty: x \$40	Total: \$			
Additional Table (per table)	Qty: x \$5	Total: \$			
Additional Parking	Qty: x \$10	Total: \$			
		Grand Total: \$			

Instructions: Return the completed Vendor Application with the following:

Payment in Full Any outstanding payment due to OGS may preclude participation. Payments may be made by check, money order or credit card and made payable to the NYS Office of General Services.

Signed 2023-2024 Permit Agreement (if not already on file)

Please make checks or money orders payable to:

NYS Office of General Services

Return completed Vendor Application, Permit Agreement and Payment to:

diane.hems@ogs.ny.gov



Credit Card Form

Instructions: To pay with your credit card, please complete and return this form with your application.

Card Information section containing fields for Card Type (AMEX, Discover, MasterCard, VISA), Business Name, Cardholder First Name, Cardholder Last Name, Credit Card Number, Expiration Date, CVV2, and Billing Zip Code.

Charge Authorization section containing a statement of authorization, Event Name, Authorized Amount, Name (Print), Date, and Signature*.

*The signature section must be completed. Electronic signatures are not accepted.

For Office Use Only section containing fields for Invoice #, Program, and Received By.