

3rd Annual Pride Night Out
Vendor Application
102 Third St, Troy NY 12180
Downtowntroyny.org



Celebrate Pride in Downtown Troy!

We invite you to participate in Pride Night Out, a vibrant celebration of the LGBTQ+ community in Downtown Troy! This event is a great opportunity for businesses, artisans, and organizations to showcase their products, services, and support for Pride. The event will take place on **Friday, June 20th, from 5 PM to 9 PM**. Vendors are encouraged to join us for this colorful and engaging evening.

This year, we are proud to support **Collar City Pride** through donations made during Pride Night Out. As a local organization dedicated to uplifting and empowering the LGBTQ+ community in our region, Collar City Pride plays an integral role in fostering an environment of acceptance and equality. **We ask that vendors make a suggested donation of \$25 to Collar City Pride, which will help further their mission and ensure that these important initiatives continue to grow.**

Pride Night Out is an incredible opportunity to showcase your business or organization, connect with the community, and celebrate the diversity that makes Troy a vibrant and welcoming city. We invite you to join us for this festive event and show your support for Pride in every way possible.

Thank you for your participation and for helping to make this year's Pride Night Out a memorable experience for all.

Sincerely,

Olivia Clemente
Executive Director
Downtown Troy Business Improvement District (BID)

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Vendor Application
Friday June 20, 2025

Deadline to submit: Friday May 30

Event Details:

- Date: Friday, June 20, 2025
- Time: 5 PM - 9 PM
- Location: Downtown Troy

Vendors:

This event is free for vendors with a suggested donation to Collar City Pride to help support this important organization and its initiatives. The event provides a fun, welcoming atmosphere for businesses, artisans, and community organizations to engage with the public and show their Pride.

Vendor Requirements:

*Please submit your completed application by **Friday May 30** to secure your spot.*

- **Set-up time:** 2:30 PM – 4 PM (please plan to have your booth set up by 5 PM). At Monument Square in Downtown Troy, you will enter the festival from River St and 3rd St. The event goes until 9pm and cars may reenter at this time.
- **Booth size:** Standard 10' x 10' space.
- Vendors are responsible for providing their own tables, tents, and displays.
- There will be a suggested donation to Collar City Pride of \$25.
- This is a family-friendly event. Please ensure your booth content is inclusive and appropriate for all ages.
- All **food vendors** must supply proof of Commercial General Liability insurance, worker's compensation (C105.2) and disability (DB-120.1) OR a Certificate of Attestation of Exemption (CE-200) and list the Downtown Troy Business Improvement District and City of Troy as additionally insured. They must also obtain a food permit from the Rensselaer County Department of Health and deliver a copy of the permit along with insurance certificate to the Downtown Troy BID office at least one week prior to the event. The health permit must also be presented on site.

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How to Apply:

Please complete the form below and return it to the Downtown Troy BID by email at info@troybid.org or by mail to 102 3rd St, Troy, NY 12180.

OFFICIAL VENDOR APPLICATION

Please fill out all fields completely and sign on last page. Incomplete applications will be rejected. If you have any questions about the application, please contact the Downtown Troy BID offices at (518) 212-7397 or email info@troybid.org

CONTACT INFORMATION

Name: _____
(Last) (First)

Business Name: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Cell #: _____ Work/Home #: _____

Day of Contact If Different Than Above: _____

Website: _____

Facebook: _____

Instagram: _____

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Suggested Donation to Collar City Pride (\$25): (Please check one)

- I have donated via collarcitypride.org
- I will bring a donation to the event.

We look forward to celebrating Pride with you and the Downtown Troy community! If you have any questions or need further information, please don't hesitate to contact us at info@troybid.org or call us at (518) 212-7397.

SIGNATURE REQUIRED

Authorized Signature: _____

Vendor Name (Please Print): _____

Date: _____