



SALES & INFORMATIONAL VENDOR APPLICATION
RETURN APPLICATION ON OR BEFORE **October 8th, 2021**

Festival on Main 2021

EVENT DATES:

Saturday, October 16th 10AM-9PM

- RICHARD GRAY COMPLEX - 205 Main Street, Hardeeville SC 29927-

Vendor Name: _____

Type of Service Provided (circle only one): Sales/Crafts Information/Free Service

Contact Person(s): _____

Mailing Address: _____


City _____ State _____ Zip Code _____

Day Phone: _____ Cell Phone: _____

Email: _____ Website: _____


REQUESTED BOOTH SPACE

Sales vendors are required to pay \$35 which includes one (1) 10'x10' booth space. Additional space can be purchased for \$35 for each additional 10'x10' space. There is a limit of two (2) booths per vendor. Utilities are not included and must be purchased separately on a first come, first served basis. Information/Service vendors are not charged and cannot sell or solicit any items from their booth.. Please check the boxes below accordingly for your needs.

 10'x10' (\$35 Single)

 10'x20' (\$70 Double)

 Water (\$5 Per Space)

 Electrical (\$20 Per Space)

List all products selling or providing to the public: *Food/Beverage sales restricted to food vendors only; Informational/Sales/Craft vendors may not sell any food items from their booth.*

I have read, understand and agree to the Festival on Main Vendor Responsibilities (2nd Page).

*Print Name: _____ Please Sign here: _____ Date ___/___/___

The City of Hardeeville appreciates your *Non-Refundable Booth Space Fee*. There will be no spillage allowed outside of your assigned lot. Electricity/water is limited and provided on a first come first served basis at an additional cost. Lots must be purchased in advance and will be limited. **Notice: BOOTH SPACES WILL BE FIRST COME FIRST SERVED.** In order to secure your booth space, your application and fee must be received in our office by 10/8/21. Hardeeville PRT Department will reserve & assign your booth space. **Please make payments to: City of Hardeeville 205 Main Street, Hardeeville SC 29927 (Checks, MO, Cash and Credit accepted) ATTN: RECREATION DEPARTMENT**

Office use only: RECDESK Payment ID # _____ Receipt # _____ Date: _____ Paid by (circle one) Cash Credit Check # _____ \$Amount Paid _____ Staff Initial _____
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Please contact Jennifer Combs at (843) 784-2231 or email jcombs@hardeevillesc.gov for more information.

City of Hardeeville - Festival on Main 2021 Sales Vendor Responsibilities

Date: Saturday, October 16th, 2021 **Operational Hours 10AM-9PM** Set up – 8AM-10AM

-All booths must be compliant with Fire safety codes and regulations for the City of Hardeeville. If you have questions, call the City of Hardeeville Fire Marshall at (843) 473-9093. Booths are subject to Fire Marshall Inspections.

-All booths must be completely operational by 10AM (Saturday)

-All vehicles must be removed from the event area and parked in public parking area before Saturday 9AM. (Due to safety precautions, no vehicles will be allowed to move in or out of event area during the hours of 10AM-9PM Saturday).

-Tear down: 9PM to 11PM – vendor booths must be dismantled and removed from the area no later than 11PM.

-All vendor booths must remain operational and staffed during the event's Hours of Operation

-Though security will be provided for this event, each vendor is responsible for their own booth/space security, risk of loss and damage, and theft is owner responsibility, not the City. Upon signing this application, you agree to; not hold the City liable for damages for personal injuries, damages to personal properties, damages to your properties, or death of any person(s). You hereby indemnify and hold the City harmless from any and all claims, demands, judgments, losses, and expenses, including reasonable attorney's fees, arising out of or resulting from your activities of participation in the Festival, its employees, agents, spectators, or officers.

-Vendors are responsible for cleaning their own booth space upon closing. Each space must be in a "As you found it" condition when you vacate your booth space after the event. Booth Space must be garbage and debris free upon vacating your assigned space.

-Vendors are responsible for bringing their own canopies, tables, and needed equipment. Canopy must be secured and capable of withstanding wind or changes in weather.

-Vendors are responsible for any taxes they may incur from profits of sales where applicable.

-Vendor is responsible for preparing for inclement weather conditions.

-There is **NO REFUND on booth spaces**. Upon signing your application, you're agreeing to terms of this agreement with the City of Hardeeville. We do not refund fees for failure to observe rules and regulations set forth by the City, SCDHEC guidelines, Fire Safety Codes, etc.

-You agree **not to sell or share** your booth space with any 3rd Parties.

-All Vendors will perform in a professional manner, and will be courteous to all event guests, participating vendors, and volunteers.

-The City of Hardeeville Staff, its agents, and security have the right to ask guests and vendors to leave at any time.

Please Sign Here: _____ Date: _____

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