

FOOD VENDOR APPLICATION

August 26, 2017

Application Deadline ~ July 26, 2017

***Festival hours have changed.**

***11am – 10pm**



For Office Use Only

Received Date: _____

Check Number: _____

Check Amount: _____

Qty. Space(s): 1 2 3 4

Space(s) # Assigned: _____

Business Name: _____

Accepted / Declined Initial _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SC Retail License No: _____

*****SC License Number **MUST** be registered on this application or it will be considered incomplete and returned to vendor****
Reference "Important Vendor Information" pamphlet*

FEE: \$250 for each 20' wide x 10' deep space.

- Choose one and give dimensions: Stand/Tent _____ Mobile Unit _____
(Dimensions are entire width & depth including canopies and trailer tongues)
- \$120 Additional 10x10 space Total # Spaces _____ Amount Enclosed:\$ _____
- One free additional 10'x10' space beside your rented space ONLY if used to provide tent, table, & chairs for festival patrons. If YES, initial here ➔ _____
- "Quiet" (60 – 50 DBA) generators required. Bringing generator? [YES or NO]
(Generators over decibel limit will not be permitted to run and will be required to be shut off)

RESTRICTIONS:

- City ordinance PROHIBITS PETS at Festival
- NO WATER, ICE OR ELECTRICITY PROVIDED
- NO P/A Systems or Music permitted at Vendor Spaces
- Vendors who have not purchased enough space for their setup will be required to purchase additional space at \$110 per 10' x 10'space.
- No canopies, signs, chairs or other items are allowed outside assigned space.

PROCESSING SCHEDULE – when your application is received in our office by:

- **May 13:** "Early Deadline. Best probability of acceptance.
- **July 29:** "Final Deadline", notifications will be mailed by August 8th.

******INCOMPLETE or LATE APPLICATIONS ARE RETURNED******

MAIL the following items to SUMMERFEST: P.O. Box 97, York, SC 29745

- Application
- Certificate of Liability Insurance (photo copy)
- Menu and Prices (Attach separate sheet)
- 1 photo of your booth
- Check (Payable to: **SUMMERFEST**)
- Self-addressed, Stamped 6"x9" envelope (\$1.20)

2016 Summerfest Vendor YES NO

I understand SUMMERFEST reserves the right to reject any application. I understand that I am responsible for my booth, food cart, insurance, health certificate and food sold. I hereby release all sponsors, promoters and officials of The Greater York Chamber of Commerce and the City of York from all claims of injury or damages resulting from my participation in this event. I further understand there are no refunds in the event of rain.

By signing below, I read and agree to consider this application a commitment to abide by the rules and regulations set forth by the SUMMERFEST Committee. I also understand that no items are to be sold that were not submitted with my application and approved by the SUMMERFEST Committee.

Signature: _____ Date: _____

SUMMERFEST
23 E. Liberty St., York, SC 29745
803-684-2590 or toll free 1-877-684-2590

New Festival Hours 11:00am-10:00pm

Placement will be based on Vendor's ability to participate during new hours.



IMPORTANT INFORMATION

WHAT:

The Greater York Chamber of Commerce along with the City of York invites you to the 34th Annual SUMMERFEST. Due to the enthusiastic efforts of the area merchants and neighborhood volunteers, our festival continues to attract over 40,000 visitors each year. SUMMERFEST is recognized as the largest one-day festival in South Carolina and in 2002 was voted the most outstanding Tourism Event / Festival in SC for a community its size.

WHERE:

SUMMERFEST is held on the streets of Historic Downtown York, SC.

WHEN:

SUMMERFEST is held each year on the fourth Saturday in August. This year's event will be Saturday, August 26, 2017 from 8:30 am to 10:30 pm.

WHO:

The SUMMERFEST Committee invites art and craft vendors, food vendors, non-profit organizations and Greater York Chamber members. No commercial vendors or sales.

ENTRY FEE:

See appropriate application.

APPLICATION CRITERIA:

Application deadline: July 26, 2017.

GENERAL:

- **City ordinance PROHIBITS PETS at festival.**
- Vendor set up between 8:30 am to 10:30 am. Must be set up and vehicles off the street no later than 10:30 am.
Late vendors will not be permitted to enter & set up after 10:30 am.
- **NO ELECTRICITY, ICE OR WATER PROVIDED.**
- **NO P/A SYSTEMS OR MUSIC PERMITTED FROM VENDOR SPACES**
- Vendor must provide your own tent/canopy, chairs, table, etc. Only "quiet" (60 – 50 DBA) generators allowed.
Anything louder will be required to be turned off.
- NO items are allowed to be distributed or sold from vehicles, on the street OR outside your assigned space.
- Please be specific when listing activities occurring in your space and items to be sold.
Only items listed and approved may be sold.
- Nonprofit groups or businesses with promotional materials are **NOT permitted to give out items that are sold by craft and food vendors.**
- If applicant is unable to attend, space is **NOT** transferable to other vendors.
- Downtown Merchants spaces are **NOT** transferable to other merchants or vendors.

ADMINISTRATIVE DETAILS:

- **Incomplete applications are returned and the delay may prevent approval.**
- Accepted vendors will be notified by postcard once approved by committee.
- Denied applications are returned with check in self-addressed stamp envelopes provided.
- Vendor packets are mailed the week of August 8th, 2017.
- **A \$25.00 administrative fee is withheld from all refunds made PRIOR to July 26, 2017.**
- **NO refunds after July 26, 2017.**
- **\$35 Fee for Non-Sufficient Funds on returned checks.**
- SUMMERFEST is held rain or shine.

NO REFUNDS IN THE EVENT OF RAIN

SUMMERFEST

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- Make all checks payable to:

**SUMMERFEST
PO Box 97
York, SC 29745**

- For additional information contact the Summerfest Office at 803-684-2590.

FOOD VENDORS:

- **All food must be in compliance with the SC Department of Health and Environmental Control.**
- **Vendors must prepare food under a tent or canopy. If you are in compliance, DHEC will issue a health certificate day of the festival.**
- **The Fire Marshal will inspect your equipment the day of the festival.**

LIABILITY INSURANCE

- **ALL FOOD** vendors and **OTHER** vendors (Others as stipulated by Summerfest Committee) are required to provide a current Certificate of General Liability Insurance naming the “Greater York Chamber of Commerce DBA Summerfest” as additional insured, to include a **GENERAL LIABILITY** of:

Each Occurrence	\$1,000,000
Damage to Rented Premises (Each Occurrence)	\$100,000
Medical Expense (any one person)	\$5,000
Personal & Adv. Injury	\$1,000,000
General Aggregate	\$2,000,000
Products - Comp/Op Agg	Included

Certificate Holder must be:

Greater York Chamber of Commerce DBA Summerfest
PO Box 97
York, SC 29745

- **ALL** food sold must be listed on your application. We limit the number of foods in each category and the selections are on a “first received” basis—*get your application in early!*
- Menu Prices **MUST** be clearly posted during festival hours.

LICENSE

: SC Law requires each vendor, **including out of state vendors**, to have a SC Artist & Craftsman License (Form 110), a SC Retail License (SCTC-111) \$50, OR a SC Permanent Exemption License for nonprofit vendors (ST-387) to participate in any festival in South Carolina. All are permanent licenses. This is not your Federal ID number. For more information contact:

**SC Department of Revenue
PO Box 12099
Rock Hill, SC 29731
(803) 324-7641
(Press 0 for operator)**

- Tax officials are present the day of the festival to check for compliance.
- All vendors responsible for collecting 7% sales tax
- In addition, Food Vendors collect 2% Hospitality Tax on prepared food

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