



## SUMMERFEST 2018 FESTIVAL GUIDELINES FOR ARTISTS/VENDORS & FOOD TRUCKS

**Note: We are seeking unique, original artist's/vendors for this event.**

**Friday, August 24, 2018 - 5-9:30pm (no artist or vendor opportunities)**

**Saturday, August 25, 2018 - 8am-2pm**

### VENDOR GUIDELINES

1. All Vendors are required to submit three (3) photos of their original work/product with application. If you have a website, blog or Facebook include the links as well.
2. Artist Vendors must be selling original artwork with no reproductions or contracted work.
3. Applicant's should submit payment with the completed application.
4. A certificate of general liability and insurance naming The Greater York Chamber of Commerce and the City of York as an additional insured is required of Food Vendors.
5. Electricity will not be provided. However, a pre-approved, quiet-grade generator is allowed and must be approved by staff prior to event.
6. All vendors are responsible for bringing their own tables and tents. Please remember that given the time of year, weights are REQUIRED to anchor tents in case wind is a factor.
7. Vendors will be advised of the designated parking area upon arrival.
8. The designated entry time for setup begins at 4:30am. Vendors will be able to park and unload at their space, but are asked to unload then remove vehicles as quickly as possible in order to prevent congestion. All vehicles must be removed from the event area before 8:00 a.m.
9. The designated time for breakdown begins at 2:00pm. No vehicles will be allowed into the event area until this time. Vendor participation will be prohibited in future events for those who break down prior to designated time.
10. Staff reserves the right to dismiss any vendor who displays disorderly conduct.
11. Each vendor is encouraged to promote this event through their own marketing outlets (including, but not limited to, social media, creating an event on social media, sharing with existing customers via email blast, in your store and/or your website).

*\*This is a rain or shine event.*

**\*\*REQUIRED\*\* Please provide a copy of your SC Artists & Craftsman License, a photo of your set-up and a certificate of general liability insurance naming the Greater York Chamber of Commerce and the City of York as additional insured.**

#### **\*\*FOOD TRUCK VENDORS**

**\*\*REQUIRED\*\* Please provide a copy of your menu options with pricing, a photo of your set-up, a copy of your food service permit and a certificate of general liability insurance naming the Greater York Chamber of Commerce and the City of York as additional insured.**

**Questions? Email the Art Vendor Liaison at [info@greateryorkchamber.com](mailto:info@greateryorkchamber.com)**



## SUMMERFEST 2018

### FESTIVAL GUIDELINES FOR FOOD TRUCKS

Friday, August 24, 2018 - 5-9:30pm (no artist or vendor opportunities)

Saturday, August 25, 2018 - 8am-2pm

# FOOD VENDOR GUIDELINES

#### FOOD TRUCK 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  
 23 East Liberty Street  
 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.



## 2018 APPLICATION



### Downtown York, SC

FREE PUBLIC  
EVENT

August 24, 2018 | 5-10pm

August 25, 2018 | 8am-2pm

### AT-A-GLANCE

Car Show

Kids Zone

Splash Park

Food Trucks

Local Artists

Live Music

Beer Garden

Street Performers

Family Friendly Festival

Downtown Retail Specials



803 684-2590  
www.yorksummerfest.com

### EVENT OVERVIEW

After an astounding success in prior years, the 35th Annual Summerfest promises to be EVEN BIGGER again! A 2 day event featuring SC artists, local craftsmen, top notch food trucks, a program of music & entertainment and a mix of fine artists from the region will be set on the backdrop of Historic Downtown York!

The 2018 Summerfest is set for **August 24th & 25th, 2018** and is anticipated to grow tremendously due to continued excitement and anticipation. **Take advantage of this opportunity to showcase your business, talents and products to thousands!**

### DEMOGRAPHICS

**Anticipated 2018 Attendance: 20,000**

Summerfest 2018, appeals to foodies, crafters, art & music lovers and anyone looking for a great family event. There is something for everyone. You'll find local citizens and out-of-town visitors participating in this 2 day festival. There are activities and offerings for individuals, groups and families! **Market Yourself to the Festival Audience!**

### DEADLINES / PAYMENT INFO

**Standard Deadline:** Application & Payment due by **July 1, 2018**

**Late Deadline:** Application & Payment due by **August 1, 2018**

**Apply by Mail - sending a completed application with check to:**

Summerfest 2018  
c/o The Greater York Chamber of Commerce  
23 East Liberty Street  
York, SC 29745

**Friday 5-10pm** features live music performances, food trucks, a beer garden and rides.

**Saturday 8am-2pm** begins with a Classic Car Show and at 9am crafters & vendors will showcase their talents and wares. Walk Congress Street through hundreds of vendor booths and attractions. A large children's area will include a Splash Zone. There will be a Hometown Stage, Street Performers and more!

**Questions? [info@greateryorkchamber.com](mailto:info@greateryorkchamber.com)/803-684-2590**

YORK SUMMERFEST 2018, York, SC 29745 ▪ August 24th, 5:00 pm - 9:30 pm & 25th, 8:00 am - 2:00 pm, 2018

803 684-2590 ▪ [info@greateryorkchamber.com](mailto:info@greateryorkchamber.com) ▪ [www.yorksummerfest.com](http://www.yorksummerfest.com)



**DEADLINE: JULY 1<sup>ST</sup>, 2018 | LATE DEADLINE: AUGUST 1<sup>ST</sup>, 2018**

**Mail completed application to:** The Greater York Chamber of Commerce  
23 East Liberty St., York SC 29745  
**Saturday, Aug 24th, 8am-2pm**

**PAYMENT INFO**

**Space Fee:** \$ \_\_\_\_\_

**Check #:** \_\_\_\_\_

*(payable to Summerfest)*

**FOOD TRUCK APPLICATION (SATURDAY ONLY)**

**APPLICANT INFORMATION**

Company: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Street/Mailing Address: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**SPACE SELECTION**

*(fees are non-refundable)*

**Standard Fee**

*Application due by:  
July 1, 2018*

**Late Fee**

*Application due by:  
Aug. 1, 2018*

- 10 x 20 Food Truck Space**                      **\$250**                      **\$300**
- 20 x 40 Double Food Truck Space**                      **\$400**                      **\$450**

**ELECTRICITY**

Electricity is not available at the event site for art vendors. However, you may provide your own quiet-grade generator with event staff approval prior to the event.

**I will be providing my own generator.**

Whisper-quiet generators such as the Honda EUi Series inverter models or equivalent are preferred.

My generator is: generator make and model: \_\_\_\_\_

**OTHER INFORMATION**

**Food Truck Dimensions:** \_\_\_\_\_ ft. by \_\_\_\_\_ ft.

**List set-up information and equipment to be used:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Tell us something unique about your business or food (for DJ to use during event announcements):**

**List items you plan to sell:** \_\_\_\_\_

\_\_\_\_\_

**\*\*REQUIRED\*\* Please provide a copy of your menu options with pricing, a photo of your set-up, a copy of your food service permit and a certificate of general liability insurance naming the Greater York Chamber of Commerce and the City of York as additional insured.**

**PARTICIPATION AGREEMENT**

In submitting this application, I agree to abide by the festival guidelines governing the "2018 Summerfest" and hold the Greater York Chamber of Commerce, the City of York and their employees, sponsors and volunteers, harmless for any resulting loss or damage occurring to any property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Questions? Email the Art Vendor Liaison at [info@greateryorkchamber.com](mailto:info@greateryorkchamber.com)**