

**NORTH CAROLINA PECAN HARVEST FESTIVAL
NOVEMBER 2, 2024
FOOD VENDOR APPLICATION**

Acceptance into the NC Pecan Music Festival is at the discretion of the NC Pecan Music Festival Committee and submission of an application does not guarantee acceptance.

Applications are due by October 21, 2024. Applications received after October 21st will be considered only if there is still space available. Failure to provide the festival with accurate information requested within this application could result in the loss of space and/or forfeiture of fees. Incomplete applications will not be processed.

PLEASE PRINT:

BUSINESS OR ORGANIZATION NAME: _____

CONTACT NAME: _____

MAILING STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: (DAY) _____ (EVENING) _____ (CELL) _____

EMAIL ADDRESS: _____

Most communication from the NC Pecan Harvest Festival will come via email.

PAST EXHIBITOR? YES NO

VENDOR CHECK-IN ON FRIDAY NIGHT? YES NO

APPLICANT ACKNOWLEDGEMENT:

Applicant understands the NC Pecan Music Festival (hereafter "Festival Organizers") reserves the right to reject any and all applications. Applicant understands that he/she is responsible for reading and adhering to any and all vendor rules and regulations as may be established by the Festival Organizers, as well as any and all applicable local, state, and federal laws and regulations. Applicant hereby agrees to indemnify, hold harmless, and release the City of Whiteville, the Festival Organizers, and any or all sponsors or agents from any loss, liability, damage, or costs (including attorney fees and court costs) and any and all claims of injury or damages resulting from and/or arising out of his/her participation in the NC Pecan Music Festival, whether caused by negligence or willful act of the Applicant or any other person. Applicant further understands that there will be no refunds in the event of inclement weather. By his/her signature below, Applicant agrees to consider this application a commitment to abide by any and all rules and regulations that may be set forth by the Festival organizers and that it is solely responsible for obtaining any and all liability insurance coverage for his/her business/organization. Applicant understands that only items and information including in this application and approved by Festival Organizers may be sold and/or given away during the NC Pecan Music Festival. Applicant also consents to the NC Pecan Music Festival utilizing its photograph, image, and/or sound in promotional materials, including print, broadcast, and online internet media.

APPLICANT HAS READ AND WILL ADHERE TO THE 2024 NC PECAN MUSIC FESTIVAL FOOD VENDOR RULES & POLICIES Included in this Package. Violation of any vendor policies will result in forfeiture of vendor fees.

Applicant Signature: _____ Date: _____

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ACCESS TO ELECTRIC POWER: Each Food Vendor is provided access to one (1) 110 volt electric outlet. The use of electric heaters and/or air conditioners is not supported. Vendors must bring an extension cord for connection and any power strips/surge protectors that you might need. The festival will not provide these items. Only 110 Power Is Available!

PERSONAL GENERATOR USE: Generators must be approved by the NC Pecan Music Festival Committee prior to approval for use within the festival grounds. Approved generators will need to be secured in such a way as to prevent injury to festival attendees, volunteers, and staff. Please email manntl@ec.rr.com with information of the proposed generator.

VENDOR APPLICATION FEE and TEMPORARY FOOD SERVICE PERMIT

Vendor Application Fee: The Vendor application fee for an approximately 25 ft. x 12 ft. space is \$150.00 payable to the North Carolina Pecan Harvest Festival.

Columbus County Environmental Health Department Temporary Food Service Applications are available at <https://www2.columbusco.org/health/Environmental/TFEapplication.pdf> and there is a \$75.00 fee which is payable to Columbus County Health Department. You are responsible for submitting the application and fee to the Health Department. **The festival is not responsible for any inability to serve food by vendor if vendor fails to complete application with fee, if necessary to the Columbus County Health Department.**

If you have questions concerning the Temporary Food Service Permit Application, please contact the Columbus County Health Department, PO Box 810, Whiteville, NC 28472 or by phone at 910-640-6617.

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FOOD VENDOR RULES & POLICIES

THE NC PECAN MUSIC FESTIVAL HAS ESTABLISHED RULES & POLICIES TO ENSURE ALL VENDORS ARE CONSIDERED EQUALLY AND TO ENSURE THE SAFETY OF THOSE ATTENDING THE FESTIVAL. BY SUBMITTING YOUR COMPLETED APPLICATION, YOU AGREE TO ABIDE BY THESE RULES AND POLICIES. PLEASE READ THEM CAREFULLY. YOUR COMPLIANCE IS MUCH APPRECIATED.

- The NC Pecan Music Committee reserves the sole right to select any and all participants.
- Applications will be processed in the order of date received and must include all fees and other required information. An incomplete application will be removed from consideration.
- **ALL FOOD VENDORS MUST SUBMIT A MENU LISTING ITEMS AVAILABLE FOR SALE.** Menu prices must be submitted with the application and must be displayed in your booth during the festival.
- It is the sole responsibility of each food vendor to meet all NC Department of Revenue, NC Department of Health, and the City of Whiteville Fire Department regulations.
- Vendor set-up begins at 7:30 a.m. on Festival Day. Friday night early check-in is available from 6:30 p.m. to 8:00 p.m. only if pre-arranged and your unit can be secured overnight. No additional security will be provided for vendors who choose to check in on Friday night.
- All vendor vehicles must be moved off the street no later than 9:30 a.m. on festival day and food vendors must be ready to sell by 10:00 a.m.
- **Vendors must remain open and sales-ready until 6:00 p.m. Vendors are NOT ALLOWED vehicular access into the festival grounds until 6:30 p.m. Vendors are advised to bring dollies should they need to leave between 6:00 p.m. and 6:30 p.m. to transport goods to their vehicles. This also applies to vendors parked in festival ground lots.**
- Vendors are responsible for their initial water supply. Water to refill hand-washing tanks will be available on-site.
- All food vendors must serve from a self-contained unit or from under a tent. Tents, tables, and chairs must be provided by the vendor.
- Sales are limited to assigned spaces. No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival.
- No refunds will be issued due to any disruption or interruption of the festival as a result of weather or any cause beyond the control of the Pecan Festival Committee. **No refunds will be given due to your inability to attend the festival.**
- Payments returned by the bank for any reason will incur a \$30.00 fee and the application will be voided until suitable payment is received.
- Limited electrical access is available. Electric service must be requested at the time of application. Electric service includes one outlet.
- Vendors are responsible for leaving the space in the same condition as when the vendor arrived. Oil spills and/or damage to the space must be reported immediately to the vendor coordinator.
- No amplified music or speakers are allowed at vendor booths.
- If a vendor is rude or disrespectful to the public, event staff, or other vendors, they will be asked to leave, no refunds will be given, and the vendor can be disqualified from future events.
- Vendors are responsible for paying all associated vendor fees before their application will be considered complete and ready for processing. Incomplete applications will not be processed.
- Vendors or their authorized designee are responsible for signing in at vendor check-in the day of the festival.
- **If you have any questions or concerns, please call the NC Pecan Harvest Festival at 910-641-1000 or email manntl@ec.rr.com.**