

Statesville Pumpkin Fest

Saturday, November 5, 2011 10:00 am – 5:00 pm

2011 Craft/Non-Profit Vendor Application

Contact Name _____

Organization _____

Mailing Address _____

City/State/Zip _____

Phone _____ Email _____

Web site _____ Tax ID# _____

REGISTRATION: (All booth spaces are 12 ft x 12 ft) _____ **Craft Vendor** _____ **Non-Profit Vendor**

Regular Registration (postmarked by October 12, 2011) _____ \$125 per space

Late Registration _____ \$175 per space

LIMITED ELECTRICITY – 120v/20 amp service only (apply early)* _____ \$10 per space

Total Amount Submitted with Application \$ _____

Comments: _____

Check, Cash, Credit Card (online only) or Money Order accepted. Registration with credit card payment only available online. No refunds after October 12, 2011. No exceptions.

*Anyone requesting electricity is required to bring a 100' outdoor electrical cord. All cords and plugs shall be UL approved. **LIST ALL** items using electricity. **FAILURE** to list ALL electrical units will result in the removal of any units not listed. This is due to overloads to the festival system. In order to provide adequate electrical power we must know **ALL** the needs.

Pumpkin Fest is looking for a variety of arts & crafts. Preference will be given to handcrafted items.

Please check the appropriate category describing your craft:

Blown Glass _____ Stained Glass _____ Pottery _____ Wood _____ Photography _____
Printmaking _____ Jewelry _____ Leather _____ Sculpture _____ Weaving _____ Painting _____
Drawing _____ Metal _____ Hand crafted T-shirts _____ Other _____ (please describe)

We ask all craft vendors to send a color photograph of the products being sold or a photo of the booth itself. The festival steering committee will screen all applications using these photographs as reference. The committee reserves the right to select exhibitors through this process. All decisions regarding selection of the exhibitors are the sole discretion of the committee and are final. If an applicant should be denied participation, a full refund of booth fees will be mailed to the applicant. A preference will be given to handmade/handcrafted items. (No yard sale/flea market type items allowed.)

Make checks payable to **Statesville Pumpkin Fest**. Send this completed application, the enclosed Statesville privilege license application, a copy of the vendor rules with your signature and payment postmarked by October 12, 2011:

Statesville Pumpkin Fest

Attn: Cathy Morris

115 E. Front Street, Statesville NC 28677

704-873-2892 • 704-871-1552 fax

Application Deadline: Postmarked by October 12, 2011

- When your application has been received you will be notified by email or phone in absence of email.
- No vendor will be allowed to set up unless payment has been received.
- Enclose a picture of items intended for sale.
- **We reserve the right to reject or accept any application.**

Statesville Pumpkin Fest

Saturday, November 5, 2011 10:00 am – 5:00 pm

Craft/Non-Profit Vendor Rules

1. This is an outdoor show with preference to handcrafted items. All booth spaces are 12' x 12'. A photo of your display must be included with your application.
2. No one vendor will have exclusive rights to the show.
3. All set-ups must be professional in appearance.
4. Each exhibitor is to provide all materials needed for their own booth. All tents must be a standard 12' x 12'.
5. An exhibitor may purchase more than one booth if needed. Please bring and display a sign with your business or group's name on it.
6. All appropriate forms must be completed, signed and returned with payment by October 12, 2011
7. The event is on Saturday, November 5, 2011 from 10:00 a.m. – 5:00 p.m. Set-up time is Saturday morning from 6:30 – 9:30 a.m. **All vehicles must be out of the festival area by 9:00 a.m.**
8. No vehicle will be allowed on festival site for dismantling until 5:00 p.m. Do not dismantle or remove any displays during festival hours. Please have your materials packed before getting your vehicle. If a booth is dismantled before 5:00 p.m., the vendor will risk not being allowed to participate again.
9. Each vendor is responsible for their own cleanup or risk not being allowed to return. Trash should be hauled away by each vendor.
10. All vendors should have an accurate NC Business Tax ID Number. For more information call NC Department of Revenue at 1-877-252-3052 (sales & use tax) or go to their website: <http://www.dor.state.nc.us>.
11. All vendors are required to complete the City of Statesville privilege license application and submit it along with Pumpkin Fest application. (See attached)
12. This festival is family-oriented for spectators of all ages; therefore, displays must be in keeping with this atmosphere. Festival staff shall have the sole right to require removal of work or materials which violates any of the festival rules. Continued violation will result in removal from the festival and/or ineligibility for future festivals.
13. **NO REFUNDS AFTER OCTOBER 12, 2011 FOR ANY REASON:** Including late arrival, placement or inclement weather. Festival is rain or shine.
14. The Statesville Pumpkin Fest reserves the right to deny any application.

Please mail the completed vendor application, the Statesville privilege license application, a copy of the vendor rules with your signature, a non-returnable photo of booth/products and payment postmarked by October 12, 2011 to: Statesville Pumpkin Fest, 115 E. Front Street, Statesville, NC 28677. If you have any questions, please contact Cathy Morris at the Greater Statesville Chamber of Commerce, 704-873-2892 or email: cmorris@statesvillechamber.org

Release: I have read and do understand the rules and regulations of the **Statesville Pumpkin Fest** for craft/non-profit vendors and shall agree to abide by them. The undersigned shall indemnify and hold harmless the Statesville Pumpkin Fest, Statesville Pumpkin Fest Committee, Downtown Statesville Development Corporation, Greater Statesville Chamber of Commerce, the City of Statesville, and all sponsors from all claims, liabilities, costs, expenses, and damages which may result from the operation of our concession.

SIGNATURE OF APPLICANT:

Date _____

**2011 STATESVILLE PUMPKIN FEST
ONE TIME VENDOR
PRIVILEGE LICENSE APPLICATION**

1. _____
Name of Business Federal Tax ID#

2. _____ / _____ / _____
Mailing Address City State Zip Code

3. _____
Business Phone #

4. _____
Type of Business Ownership (Corporation, Sole Proprietor, Partnership, Other)

Nature of Business (Describe fully the Type of Sales and/or Services provided):

5. Contact Person:
Name: _____
Phone Number: _____
Drivers License #: _____

I affirm, under penalties prescribed by law, that I have examined this application and statement; and that to the best of my knowledge and belief, it is true, complete, and made in good faith for the taxable period stated pursuant to the City of Statesville Privilege License Tax Ordinance.

Signature of person making application/license _____

Print name of person making application/license _____

Date _____

THIS PRIVILEGE LICENSE WILL ONLY BE VALID FOR THE WEEKEND OF THE 2011 STATESVILLE PUMPKIN FEST. IF YOUR BUSINESS WILL BE CONDUCTING BUSINESS IN THE CITY OF STATESVILLE ANY OTHER TIME FROM JULY 1, 2011 – JUNE 30, 2012, YOU WILL NEED TO OBTAIN AN ADDITIONAL PRIVILEGE LICENSE.