

# Statesville Pumpkin Fest

Saturday, November 3, 2018 10:00 am – 5:00 pm

## 2018 Business Vendor Application

Contact Name \_\_\_\_\_

Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

**NC Dept. of Revenue Registration Number (REQUIRED for vendors selling items):** \_\_\_\_\_

\* Effective 2014, NC has implemented new rules for event organizer/operator and vendors participating in events/fairs/festivals or flea markets where they sell products. Include copy of Business Registration Certificate.

**BUSINESS VENDOR REGISTRATION:** All booth spaces are 12 ft x 12 ft

Regular Registration (postmarked by Friday, October 5, 2018)	_____	\$325 per space
Late Registration	_____	\$500 per space
LIMITED ELECTRICITY – (1) 120v/20 amp service only	_____	\$10 per space
<b>Total Amount Submitted with Application</b>	<b>\$_____</b>	

**INDEPENDENT CONTRACT DISTRIBUTORS:** (i.e. Avon, Mary Kay, Partylite) All booth spaces are 12' x 12'

Regular Registration (postmarked by Friday, October 5, 2018)	_____	\$125 per space
Late Registration	_____	\$175 per space
LIMITED ELECTRICITY – (1) 120v/20 amp service only	_____	\$10 per space
<b>Total Amount Submitted with Application</b>	<b>\$_____</b>	

Check (Payable to *Statesville Pumpkin Fest*), Cash, Credit Card or Money Order accepted. No refunds after October 8, 2018. No exceptions. Comments: \_\_\_\_\_

**\*\*Anyone requesting electricity is required to bring a 100' outdoor electrical cord. LIST ALL items using electricity - must not exceed 20 amps. FAILURE to list ALL electrical units will result in the removal of any units not listed.**

***Business promotional items cannot compete with any food vendor or arts & crafts vendor.***

Please give a short description of your activities and/or giveaways for the day: \_\_\_\_\_

Make checks payable to **Statesville Pumpkin Fest**. Send completed application, a copy of the vendor rules with your signature and a payment postmarked by October 5, 2018 to:

**Statesville Pumpkin Fest**  
**PO Box 205, Statesville NC 28687**  
704-878-3436 phone • 704-878-3476 fax

### Application Deadline: Postmarked by Friday, October 5, 2018

- 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.
- **We reserve the right to reject or accept any application.**
- **We ask all vendors to send a color photograph of the product/services being promoted or a photo of the booth itself.** The festival 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. (No yard sale/flea market type items allowed.)

**Financial information about this organization and a copy of its license are available from the State Solicitation Licensing Branch at 919-807-2214. The license is not an endorsement by the State.**

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Saturday, November 3, 2018 10:00 am – 5:00 pm

## Business Vendor Rules

1. All booth spaces are 12' x 12' space on the street. A photo of your display must be included with your application.
2. **No one vendor will have exclusive rights to the show.** All set-ups must be professional in appearance. Canopies/tents are not required but are recommended.
3. Each exhibitor is to provide all materials needed for their own booth. All tents must be a standard 10' x 10' or 12' x 12'. Nothing larger is permitted unless two or more spaces are reserved.
4. An exhibitor may purchase more than one booth if needed.
5. 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 a check or money order by October 5, 2018 to be charged the regular registration fee. The festival reserves the right to deny any application.
7. The event is on Saturday, November 3, 2018 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.
10. **Each vendor conducting sales must prominently display their valid certificate of registration from the North Carolina Department of Revenue. For more information, please visit <http://dornc.com/faq/sales.htm>**
11. **Each vendor is responsible for collecting and reporting sales tax. Remit to:  
Sales & Use Tax Division  
NC Department of Revenue  
PO Box 25000, Raleigh, NC 27640**
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 8, 2018 FOR ANY REASON:** Including late arrival, placement or inclement weather.

Please mail the completed vendor application, a copy of the vendor rules with your signature, copy of your business registration certificate, a non-returnable photo of booth/products and payment postmarked by October 5, 2018 to: Statesville Pumpkin Fest, PO Box 205, Statesville, NC 28687. If you have any questions, please contact Valerie Chambers, Vendor Coordinator, 704-873-2892 or email: [vcchambers@statesvillechamber.org](mailto:vcchambers@statesvillechamber.org)

**Release:** I have read and do understand the rules and regulations of the **Statesville Pumpkin Fest** for business 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. I grant the Statesville Pumpkin Fest permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for any legitimate reasons.

**SIGNATURE OF APPLICANT:**

**Date** \_\_\_\_\_