

Statesville Pumpkin Fest

Saturday, November 2, 2024 10:00 am – 5:00 pm

2024 Craft Vendor Application

Company Name: _____

Phone: _____

Vendor's Name/ Contact Person: _____

Address: _____ City: _____

State/Zip: _____

E Mail Address: _____

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.*

Pumpkin Fest is looking for a variety of crafts. If you have an artisan item please refer to the Fine Art application to see if this might be more appropriate. Please describe your merchandise you will be selling:

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. (No yard sale/flea market type items allowed.)

Craft Vendor REGISTRATION: (All booth spaces are 12 ft x 12 ft)

Regular Registration (postmarked by October 7, 2024)	_____	\$125 per space
Late Registration	_____	\$175 per space
LIMITED ELECTRICITY – (1)120v/20 amp service only	_____	\$10 per space

Total Amount Submitted with Application \$_____

Check (Payable to *Statesville Pumpkin Fest*), Cash, Credit Card or Money Order accepted. No refunds after October 7, 2024. 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.**

Make checks payable to **Statesville Pumpkin Fest**. Send this completed application, a copy of the vendor rules with your signature and payment postmarked by October 7, 2024 to:

Statesville Pumpkin Fest
PO Box 205, Statesville NC 28687
704-878-3436 phone
info@downtownstatesvillenc.org

Application Deadline: Postmarked by October 7, 2024

- When your application is 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.**

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.

Statesville Pumpkin Fest

Saturday, November 2, 2024 10:00 am – 5:00 pm

Craft Vendor Rules

1. This is an outdoor show with preference to handcrafted items. All booth spaces are 12' x 12' area 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 required for all booth spaces.
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 will be permitted unless two or more spaces are reserved.
4. An exhibitor may purchase more than one booth if needed.
5. All appropriate forms must be completed, signed and returned with payment by October 9, 2023 to be charged the regular registration fee. The festival reserves the right to deny any application.
6. The event is on Saturday, November 2, 2024 from 10:00 a.m. – 5:00 p.m. **Vendor Check-in will be at 121 N. Center Street. 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.**
7. 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.
8. Each vendor is responsible for their own cleanup or risk not being allowed to return.
9. **No pets are allowed in the festival area** due to City Ordinance **Sec. 14-78. - Public health, safety and welfare at special events.**
 - *It shall be prohibited for any person to have within the boundaries of any city sponsored, supported and/or approved event any bicycles, roller skates, skateboards, roller devices, mopeds and other transportation devices whether motor powered or self-propelled. Animals of all types, not restricted to dogs, cats, snakes, rodents, etc. are also prohibited within the boundaries of the events.*
 - *These restrictions do not apply to dogs associated with law enforcement operations or visually impaired persons, handicapped persons using motorized or nonmotorized wheelchairs, and baby strollers used to transport shall children. This section does not pertain to any of the aforementioned when such is a registered or sanctioned part or function of the event sponsors. A violation of any provisions of this section shall subject the offender to criminal penalties of a fifty dollar (\$50.00) fine, or thirty (30) days incarceration, or both.*
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://dornrc.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 that violate any of the festival rules.
13. **NO REFUNDS AFTER OCTOBER 7, 2024 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 7, 2024 to: Statesville Pumpkin Fest, PO Box 205, Statesville, NC 28687. If you have any questions, please contact Vendor Coordinator, 704-878-3436 or email: info@downtownstatesvillenc.org

Release: I have read and do understand the rules and regulations of the **Statesville Pumpkin Fest** for craft 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.

Health and Responsibility Addendum: If the **Statesville Pumpkin Fest** is forced to cancel any of the weekend events due to a national, state, and county outbreak of COVID-19, or any other communicable disease, a refund will be issued. You and/or your organization are personally responsible to take any and all precautions set forth by the CDC, Health Officials, and State guidelines in order to protect yourselves while volunteering, vending, or performing on the premises/footprint of the Statesville Pumpkin Fest. By

signing this document, you recognize that you will be exposed to the public and many individuals and that there is no way that Statesville Pumpkin Fest can control the experience you will have by working with us or being present at the Statesville Pumpkin Fest on any day or given time. Your health will be fully your responsibility during the Statesville Pumpkin Fest. By agreeing to partner with the Statesville Pumpkin Fest as a vendor, you agree to hold the Statesville Pumpkin Fest, Statesville Pumpkin Fest Committee, Downtown Statesville Development Corporation, Greater Statesville Chamber of Commerce, the City of Statesville, Statesville Pumpkin Fest participants, directors, volunteers, employees, and all sponsors from any responsibility for claims, losses, fees, damages, or expense. The Festival will not refund prepaid fees due to inclement weather, strikes, terrorism acts (including acts of domestic terrorism), or other matters beyond its control, including but not limited to cancellation of the festival due to a direct result of a natural or unforeseen disaster which renders the festival unable to continue, whether for safety or monetary purposes.

SIGNATURE OF APPLICANT:

Date
