

Statesville Pumpkin Fest

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

2024 Non-Profit Vendor Application

Company Name: _____

Phone: _____

Vendor's Name/ Contact Person: _____

Address: _____ City: _____

State/Zip: _____

E Mail Address: _____

**** We request all nonprofits submit proof of liability insurance****

Pumpkin Festival is open to a limited number of nonprofits including Civic clubs, Churches and 501(c)(3) organizations. All nonprofits are required to have an activity or game that engages the public. Including the activity, you may also sell fundraising items including but not limited to: raffle tickets, bake sale, DIY crafts etc... Your activity or fundraising items may NOT coincide with another paid vendor. All items must be approved prior to the event by the Pumpkin Fest organizers. You may also give out information about your organization. (No yard sale/flea market type items allowed.)

Non-Profit 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.

****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.**

Please describe your booth activity below & please include any products you are requesting to sell:

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 upon acceptance to festival.
- Enclose a description of planned activity and/or fundraising plans for review by festival organizer.
- **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.

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Nonprofit 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 description of your booth set up, activity and/or product you are selling 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. An exhibitor may purchase more than one booth if needed.
4. All vendor booths are required to be staffed for the entire festival. As a nonprofit, you are required to have adequate volunteers to be able to staff your booth for the entirety of festival operating hours.
5. All appropriate forms must be completed, signed and returned with payment by October 7, 2024 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. 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. Each vendor is responsible for their own cleanup of trash or risk not being allowed to return.
8. 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.
9. **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 9, 2023 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 nonprofit 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 _____