



# RACE CITY FESTIVAL

A Celebration of Mooresville Arts & Culture

**VENDOR APPLICATION ~ SATURDAY, MAY 14, 2022 ~ 9:00 A.M. - 5:00 P.M.**

Business/Organization Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (home): (\_\_\_\_\_) \_\_\_\_\_ Phone (cell): (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**Type of Vendor** (please select only one category and include **quantity of spaces** needed—*Vendor Fee Due at registration*)

**\*\*\*ALL FOOD, NOVELTY FOOD, AND BEVERAGE VENDORS MUST SUBMIT ATTACHED HEALTH APPLICATION WITH VENDOR APPLICATION\*\*\***

- |            |                                 |            |   |
|------------|---------------------------------|------------|---|
| Qty. _____ | Artist/Handmade Crafter (\$100) | Qty. _____ | Food Vendor (\$150) (12x12 space)                     |
| _____      | Non-Profit Organization (\$100) | _____      | Novelty Food Vendor (\$150) (12x12 space)             |
| _____      | MSI Chamber Member (\$150)      | _____      | Food Truck (\$250) _____ Truck Dimensions             |
| _____      | Business Vendor (\$275)         | _____      | Electricity - <b>Food Vendors ONLY</b> (\$25) LIMITED |

All Vendor Spaces are 12' x 12'. All Vendors must provide their own set up equipment (i.e. table, chairs, etc.) including a **“Required”** 10x10 or 12x12 tent. Applicants are permitted to purchase more than one vendor space if needed. Please remit application **along with check or money order** to the address below. See back of form for further details.

\$\_\_\_\_\_ Total Amount Enclosed

**Description of Goods & Services** (Applicant **“must”** provide a detailed description of **ALL** items to be sold/distributed in their booth space. Any activity or food giveaway must be listed also. Use additional paper if needed. Items not listed on this application **will not be permitted** for sell or distribution. Festival Management reserves the right to request any items not pre-approved be removed from booth space immediately).

**IMPORTANT (please read & sign)**

*I, the undersigned have reviewed the attached Festival Rules & Regulations and by completing this application with my signature, agree to abide by all Festival Rules & Regulations set forth by Festival Management. I understand that this application is a commitment & realize that no refunds will be made for cancellations after April 8, 2022. I further agree to indemnify and hold harmless the Town of Mooresville, The Mooresville-South Iredell Chamber of Commerce as well as their officers, partners, affiliates, agents, contractors, employees and members against any and all claims, actions, liability and expense in connection with any losses, expenses, theft, damages to personal property and/or persons caused by any accident, criminal act, act of God or any other occurrence including the loss of life, bodily injury and sick-ness as a result of participating in the Race City Festival. **This is a rain or shine event.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# RACE CITY FESTIVAL RULES & REGULATIONS

**EVENT HELD RAIN OR SHINE ~ NO RAINCHECKS GIVEN**

**NO REFUNDS AFTER APRIL 8, 2022**

**THIS IS A SMOKE-FREE, PET-FREE EVENT**

**\*\* FESTIVAL MANAGEMENT RESERVES THE RIGHT TO REFUSE ANY VENDOR \*\***

1. **ATTENTION!** This is a juried show with a selection process, no applicants are guaranteed acceptance. In order for your application to be considered, you will need to submit a fully completed application along with **payment in full**, 3 photos of your merchandise or works of art and one photo of your booth set up. Photos will not be returned.
2. A packet will be sent to you **one week prior to the event**, via the email address provided, regarding your space number and any other pertinent information you may need to know regarding set-up, driving directions, parking, etc...
3. Businesses that fall under the category of Business Vendor include, but not limited to: a Non-Chamber Member Business, an Independent Distributor, and Political Parties. For specific questions regarding your vendor category, please contact the Chamber office.
4. Set-up will begin at 6:00 a.m. and needs to be completed by 8:30am. No exhibitor may break down their space before 5:00 p.m. Exhibitors must remove all debris and booth material at the end of the festival. Failure to comply will result in a \$50.00 surcharge.
5. **ABSOLUTELY NO VEHICLES WILL BE ALLOWED ON THE STREET BETWEEN 9:00 A.M. AND 5:00 P.M.** All traffic will be directed "one-way" for unloading/loading of vehicles. Exhibitors are not permitted to block sidewalks and entrances to businesses.
6. **ATTENTION!** EACH VENDOR will be **REQUIRED** to provide his or her own 10x10 or 12x12 pop-up tent for your space. This is for the purpose of safety & emergency response. A sign will be provided by Festival Management and placed on your tent to identify your space number (number only, not your business name) to aide emergency personnel. Each vendor is responsible for all other materials and equipment needed for your space (tables, chairs, business signage, etc.). Your festival space is 12x12 so if you use a 12x12 tent it will need to have straight legs, you will not be allowed to use any of the vendor's space next to you. **Tent legs must be anchored with weights/sand bags.**
7. Exhibitors are to **remain in their assigned space**. NO ONE is to move or trade spaces without prior permission. All exhibitors must set up in their allotted space. **NO OVERAGE ALLOWED!** (More than one space may be purchased.)
8. **Generator use is restricted. No access to water. Limited Electricity available for food vendors only.** Use of electricity **MUST be prearranged** with the Chamber upon registering for the event! Vendors that have registered for electricity will have to share a receptacle with another vendor so you will only have access to **one plug. Vendors approved for electricity will need to bring their own extension cords.**
9. STATE SALES TAX, LICENSE: Each exhibitor is responsible for collecting and paying their own state sales tax. For information regarding State Sales Tax & License contact the NC Department of Revenue at (704) 878-4252.
10. Food vendors will need to supply their own sealed prepackaged bottled water.
11. HEALTH PERMITS: Each food vendor will be expected to follow Iredell County Health Department rules & regulations and complete a Health Department application. You can obtain these documents from the Iredell County Health Department website by using the following web address:  
<http://www.co.iredell.nc.us/Departments/Health/ EVHealth/forms.aspx>.  
**Food vendors MUST submit a copy of their permit along with their application to the Chamber.** For more information regarding health permits contact the Iredell County Health Department at (704)664-5281.
12. Each Food vendor must have any health permits required by the Health Department with you on the day of the festival. If you fail to have the proper license or permits and the State closes your operation, your space fee is non-refundable and you will have to leave your space set-up "as is" with a sign posted stating "closed" until 5:00 p.m.
13. Exhibitors are encouraged to be courteous to each other, other merchants and customers. Should problems arise, please contact one of the festival officials for assistance.

**THANK YOU FOR PARTICIPATING IN THE 2022 RACE CITY FESTIVAL!**



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