



2020 NON-PROFIT
FOOD VENDOR APPLICATION
AUGUST 22, 2020
Application Deadline ~ July 24, 2020

For Office Use Only

Received Date: _____
Check Number: _____
Check Amount: _____
Qty. Space(s): 1 2 3 4
Space(s) # Assigned _____
Accepted / Declined Initial _____
Contact Date: _____

BUSINESS NAME: _____

CONTACT: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

BUSINESS PHONE: _____ CELL PHONE: _____

E-MAIL: _____ WEBSITE: _____

TAX EXEMPT LICENSE: _____

**Reference "Important Vendor Information"*

FEE: \$95 for each 20' wide x 10' deep space (Main Space) ~ \$95 for each additional 10' x 10'

- Choose one and give dimensions: Stand/Tent _____
(Dimensions are entire width & depth including canopies and trailer tongues)
- \$95 (20'x10' Space) = \$ 95
\$95 (Additional 10x10 space) x _____ (Qty) = \$ _____
Total # Spaces: _____ Total: \$ _____
- One free additional 10'x10' space beside your rented space ONLY if used to provide tent, table, & chairs for a minimum of 12 festival patrons. If YES, INITIAL HERE ➔ _____
- "Quiet" (60 – 50 DBA) generators required. Bringing a generator? YES ☐ NO ☐
(Generators over decibel limit will not be permitted to run and will be required to be shut off)
- ALL FOOD VENDORS ARE REQUIRED BY LAW TO HAVE A CERTIFIED FIRE EXTINGUISHER AT THEIR TENT/TRUCK. IN THE EVENT THAT THIS ITEM IS NOT IN COMPLIANCE OR MISSING, THE VENDOR WILL BE SHUT DOWN UNTIL THE PROPER EQUIPMENT IS AVAILABLE.
- Non-Profit will be required to provide proof of Liability Insurance from their 501 C (3) Organization.

RESTRICTIONS

- City ordinance PROHIBITS PETS at Festival
- NO WATER, ICE OR ELECTRICITY PROVIDE
- NO P/A Systems or Music permitted at Vendor Spaces
- Vendors who have not reserved enough space to fit will be required to purchase additional space at \$110 per 10' x 10'space.
- NO canopies, signs, chairs or other items are permitted outside assigned space.

*****INCOMPLETE or LATE APPLICATIONS ARE RETURNED*****

MAIL the following items to SUMMERFEST: P.O. Box 500, York, SC 29745

- | | |
|--|--|
| <input type="checkbox"/> Application | <input type="checkbox"/> Proof of Insurance (photocopy) |
| <input type="checkbox"/> Menu and Prices (Attach separate sheet) | <input type="checkbox"/> 1 photo of your booth |
| <input type="checkbox"/> Check (Payable to: SUMMERFEST) | <input type="checkbox"/> Self-addressed, Stamped 6"x9" envelope (\$1.50) |

Past Summerfest Vendor? YES ☐ NO ☐ Requesting Same Space? YES ☐ NO ☐ Space # _____

I understand SUMMERFEST reserves the right to reject any application. I understand that I am responsible for my booth and the crafts I am selling. I hereby release all sponsors, promoters and officials of the City of York and SUMMERFEST from any claims of injury or damages resulting from my participation in this event. I further understand there are NO REFUNDS in the event of rain. By signing below, I read and agree this application is a commitment to abide by all rules and regulations set forth above and by SUMMERFEST in the "Important Vendor Information Document".

Signature: _____ Date: _____

SUMMERFEST
PO Box 97, York, SC 29745
803-684-2590 or toll free 1-877-684-2590



IMPORTANT INFORMATION

WHAT: The City of York invites you to the 37th Annual SUMMERFEST. Due to the enthusiastic efforts of the area merchants and neighborhood volunteers, our festival continues to attract over 40,000 visitors each year. SUMMERFEST is recognized as the largest one-day festival in South Carolina and in 2002 was voted the most outstanding Tourism Event / Festival in SC for a community its size.

WHERE: SUMMERFEST is held on the streets of Historic Downtown York, SC.

WHEN: SUMMERFEST is held each year on the fourth Saturday in August. This year's event will be Saturday, August 22, 2020 from 9:00 am to 6:00 pm.

WHO: The SUMMERFEST Committee invites art and craft vendors, food vendors, non-profit organizations.
NO commercial vendors or sales.

ENTRY FEE: See appropriate application.

APPLICATION CRITERIA: Application deadline: July 24, 2020.

GENERAL:

- **City ordinance PROHIBITS PETS at festival.**
- Vendor set up between 5:30 am to 7:30 am. Must be set up and vehicles off the street no later than 8:00 am.
Late vendors will not be permitted to enter & set up after 8:00 am. There will be no refund for late attendance.
- Exhibitors are **REQUIRED TO STAY** until the festival ends at **6:00 PM**.
- **NO ELECTRICITY, ICE OR WATER PROVIDED.**
- **NO P/A SYSTEMS OR MUSIC PERMITTED FROM VENDOR SPACES**
- Vendor must provide your own tent/canopy, chairs, table, etc. Only "quiet" (60 – 50 DBA) generators allowed.
Anything louder will be required to be turned off.
- **NO** items are allowed to be distributed or sold from vehicles, on the street OR outside your assigned space.
- Please be specific when listing activities occurring in your space and items to be sold.
Only items listed and approved may be sold.
- Attendees with promotional materials are **NOT permitted to give away any Free items that are sold by craft and food vendors.**
- If applicant is unable to attend, space is **NOT** transferable to other vendors and there is No Refund.
- Downtown Merchants receive 10 ft. in front of their brick and mortar location (5 ft. on both sides of entrance) at no charge.
 - Downtown Merchants space in front of their business are **NOT** transferable to other merchants or vendors.
 - If Merchant chooses not to utilize this space for their own business, it will be available for rent through Summerfest.

ADMINISTRATIVE DETAILS:

- **Incomplete applications are returned, and any delay may prevent approval.**
- Accepted vendors will be notified via E-mail once approved by committee.
- Denied applications are notified and returned check in self-addressed stamp envelopes provided.
- Accepted vendor packets are mailed the week of August 7th, 2020 in the self-addressed stamp envelopes provided.
- **A \$45.00 administrative fee is withheld from all refunds requested and made PRIOR to July 24, 2020.**
- **NO refunds after July 24, 2020.**
- **\$35 Fee for Non-Sufficient Funds on returned checks.**
- SUMMERFEST is held RAIN OR SHINE!

NO REFUNDS IN THE EVENT OF RAIN

SUMMERFEST
PO Box 97, York, SC 29745
803-684-2590 or toll free 1-877-684-2590



Make all checks payable to:
SUMMERFEST
P.O. Box 500 · York · South Carolina · 29745

For additional information, contact the City of York Events Coordinator, Karen Fritz (803) 792-8678 / kfritz@yorksc.gov

FOOD VENDORS:

- **ALL FOOD VENDORS ARE REQUIRED TO PROVIDE A SEPARATE \$60 DEPOSIT FOR H-TAX:** A separate Hospitality Tax (*H-Tax) Deposit is required from all Food Vendors. A portion thereof is refundable based on vendor's gross receipts. Hospitality Tax rate is 2% of gross receipts. If receipts garner more than the \$60 deposit, additional fee payment will be required.
- **ALL FOOD MUST BE IN COMPLIANCE** with the SC Department of Health and Environmental Control.
- If you are in compliance, DHEC will issue a health certificate day of the festival.
- Vendors must prepare food under a tent or canopy.
- A Certified Fire Extinguisher is required to be carried by each Food Vendor, both profit and non-profit.
- The Fire Marshal will inspect your equipment the day of the festival.

LIABILITY INSURANCE

- **ALL FOOD** vendors and **OTHER** vendors (Others as stipulated by Summerfest Committee) are **REQUIRED** to provide a current Certificate of General Liability Insurance naming the "City of York DBA Summerfest" as additional insured, to include a **GENERAL LIABILITY** of:

Each Occurrence	\$1,000,000
Damage to Rented Premises (Each Occurrence)	\$100,000
Medical Expense (any one person)	\$5,000
Personal & Adv. Injury	\$1,000,000
General Aggregate	\$2,000,000
Products - Comp/Op Agg	Included

Certificate Holder must be:

City of York DBA Summerfest
PO Box 500
York, SC 29745

- **ALL** food sold must be listed on your application. We limit the number of foods in each category and the selections are on a "first received" basis—*get your application in early!*
- Menu Prices **MUST** be clearly posted and visible on outside of tent or truck during festival hours.

LICENSE

SC Law requires each vendor, **including OUT OF STATE vendors**, to have a SC Artist & Craftsman License (Form 110), a SC Retail License (SCTC-111) \$50, OR a SC Permanent Exemption License for nonprofit vendors (ST-387) to participate in any festival in South Carolina. All are permanent licenses. This is not your Federal ID number. For more information contact:

SC Department of Revenue
PO Box 12099
Rock Hill, SC 29731
(803) 324-7641 (Press 0 for operator)

- Tax officials are present the day of the festival to check for compliance.
- **ALL VENDORS** responsible for collecting 7% sales tax
- **FOOD VENDORS** collect 2% Hospitality Tax on prepared food.

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