



South Carolina Cornbread Festival
2965 North Main Street, Columbia, SC 29201

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South Carolina Cornbread Festival

Vendor Application

April 21, 2018 11:00am – 7:00pm

Completed applications with payment must be received no later than March 31, 2018

Indicate your responses by typing or printing clearly. Booth space will be assigned on a priority basis as applications are received. Please select all that apply.

Arts/Crafts: \$100

Electricity: \$100

Business Booth: \$150

Non-profit groups/organizations*: \$35

Food: \$300

***(501©3 status certification required with application)**

Food Truck: \$350

Contact/Name _____.

Business/Organization Name _____.

Mailing Address _____.

City _____ State _____ Zip _____.

Email Address: _____.

Phone Number(s) _____.

Food Items for sale _____.

Craft Items for sale _____.

Do you require electricity: Yes No If yes, how many amps _____.

Please make cashier's check or money orders payable to "NCBA"

Personal or business checks will be returned.

Mail to:

North Columbia Business Association
2965 North Main Street
Columbia, SC 29201

The North Columbia Business Association is a licensed non-profit corporation with the State of South Carolina and is recognized by the IRS as a 501(c)(6) corporation. For additional information, please visit <http://www.northcolumbiabusinessassociation.com>. Reference the following pages for event guidelines and general release. Contact from the North Columbia Business Association will be made upon receipt of your application to confirm your organization's approval by confirmation email. Once your application is approved, additional information will be furnished to you.

Event Guidelines

FAILURE TO COMPLY WITH THE FOLLOWING WILL RESULT IN TERMINATION OF PRIVILEGES!

1. Vendors are responsible for collection of sales tax on items sold. Furthermore, vendors are responsible for any applicable federal, state and local taxes due on sales. **Hospitality tax must be paid to the City of Columbia for all food/beverage sales.** Appropriate license must be displayed during event. All vendors must submit proof of insurance when submitting applications. **Applications without insurance certificate OR APPLICANTS THAT HAVE NOT PAID HOSPITALITY TAXES FROM LAST YEAR** will not be processed. If you are in need of insurance for the Festival, you have the option to purchase insurance from the following website: www.insurance4exhibitors.com.

2. There is a very limited number of spaces for vendors. All applications must be approved. All applications will be date stamped and location assigned. Vendors should also provide a menu with prices and a photograph of their setup. All decisions are final.

3. Set up time is from **6:00am until 9:00am** on the morning of the Festival. Booths must be ready at 9:30am for business. **Any vendor that arrives after 9:00am will be considered late, you will not be able to setup and there will be NO REFUNDS.** **Location of event:** Earlewood Park, 1111 Parkside Drive, Columbia, SC 29201

4. ELECTRICITY WILL BE PROVIDED ON AN EXTREMELY LIMITED BASIS. NO GUARANTEES!! **FOOD VENDORS MUST ALSO SUPPLY THEIR OWN EXTENSION CORDS.** FIRST COME, FIRST SERVE. PROPANE IS THE ONLY ACCEPTABLE FORM OF POWER. NO REFILLS. GENERATORS WILL NOT BE ALLOWED PER THE COLUMBIA FIRE MARSHAL. You will be escorted off the property if you do not meet these requirements.

5. **VENDOR TO SUPPLY ALL BOOTH ELEMENTS INCLUDING TABLE AND CHAIRS. YOU ARE ENCOURAGED TO BRING CANOPIES, TENTS AND UMBRELLAS. ALL TENTS MUST BE PROPERLY ANCHORED WITH 50 POUNDS OF WEIGHT PER LEG. IF TENTS ARE NOT PROPERLY ANCHORED, TENTS WILL HAVE TO BE REMOVED/TAKEN DOWN. NO EXCEPTIONS.**

6. All food vendors are required to cover their table with a cloth or plastic table cloths.

7. No food items are allowed to be sold from craft booths. All items must be handcrafted by vendor applying for booth space.

We reserve the right to expel any vendor not in compliance and vendor will forfeit application fee. All homemade canned goods must be packaged and sealed.

8. THE SALE OF BEVERAGES BY VENDORS IS STRICTLY PROHIBITED. BEVERAGES WILL ONLY BE SOLD BY NCBA.

9. All vendors must meet DHEC and Fire Marshal codes, including fire extinguishers AND hand washing/sanitation stations.

10. There will be **NO REFUNDS** in the event of inclement weather. There will be **NO REFUNDS** for vendor cancellation under any circumstances and/or if you do not meet the DHEC and Fire Marshal codes. The Festival will be held RAIN or SHINE.

11. FESTIVAL HOURS ARE FROM 11:00AM UNTIL 7:00PM. ALL BOOTHS MUST BE MANNED DURING THE ENTIRE EVENT. VENDORS ARE NOT ALLOWED TO LEAVE UNTIL THE FESTIVAL IS OVER. NO EXCEPTIONS. VENDORS WHO ARE NO SHOWS OR BREAK DOWN EARLY, WILL NOT BE ACCEPTED IN THE FUTURE AND THERE WILL BE NO REFUNDS.

12. You are only allowed to sell the products that we approve. No application will be approved or processed after March 31, 2018.

General Release:

The undersigned does hereby release, acquit, and forever discharge the North Columbia Business Association, its agents, its representatives, its employees, or contracted staff, of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity from any loss or damage of any nature of description, known or unknown, in any way relating to the undersigned participation in the Columbia, SC North Columbia Business Association.

Signature _____ Date _____

Please Print Name Clearly _____

FOR SOUTH CAROLINA RETAIL LICENSE-CONTACT

SC DEPARTMENT OF REVENUE

REGISTRATION UNIT

COLUMBIA, SC 29214-0140

PHONE: 803-898-5872