

Charleston Sol-Food Veg Fest

VENDORS - BOOTH PRICING & GUIDELINES

Saturday, April 28th 2018 – Rain Date: April 29th 2018

Mt. Pleasant SC



ABOUT US

The Charleston Sol-Food Veg Fest will be held in the spring of 2018 from when the sun appears to rise till it begins to set at a beautiful outdoor setting in the Lowcountry. Attendees will enjoy a mind, body, and SOL rejuvenation filled with cultural and contemporary entertainment, education and enlightenment. A conscious movement centered towards the presence of positive energy, the resonance of live music, empowering lectures, interactive workshops, kid's activities, and a delicious food court all to promote more health awareness in our communities. Through the vegan experience CSFVegFest will create an exhilarating and enjoyable atmosphere for all ages.

FAST FACTS

- The festival will be held at Patriots Point located inside of The Grove
- Festival hours begin Saturday, April 28th, 2017 at 10 a.m. **Operational hours for all vendors will be 10 a.m. – 6 p.m.** Your 10x10 space(s) must remain in place for the duration of the event.
- All vendor booths will be strategically placed inside the park. This placement is at the discretion of **FESTIVAL MANAGEMENT.**

BOOTH SPACE

Booth spaces are reserved and accepted on a first-come, first-serve basis by April 15th, 2018 at 6:00 p.m.

- All vendors must supply their own tents, tables, chairs and any additional supplies needed for the sale of their products including paper/plastic serving products.
- **Non-Food vendors and Exhibitors** will be allowed (3) occupants per booth(s) for the full duration of the festival. Charleston Sol-Food Veg Fest will not provide staffing.
- **One representative from each company will be allowed to register for the event.**
- Subletting of booth space is **NOT** allowed.
- **ALL vendors are responsible for purchasing a vendor's permit for the day of the event. Permit must be approved by the town of Mt. Pleasant and submitted to Charleston Sol Food Veg Fest staff no later than 10 business days prior to event. Permit applications can be emailed to Melody Dangerfield at MDangerfield@tompsc.com or Melinda Turner at mturner@tompsc.com. If you prefer the application can be mailed or delivered to:**

Business License Division
100 Ann Edwards lane
Mount Pleasant, SC 29464
Phone: (843) 849-2786
Fax: (843) 216-3869

- **ALL vendors that are responsible for providing Workers Compensation must provide proof of worker's compensation/employer's liability insurance with a limit of \$1,000,000. Vendors agree to provide proof of business auto liability insurance with a limit of no less than \$1,000,000 (stating any hired and non-owned autos, or any auto).**
- Vendors agrees to provide proof of all applicable insurances and to keep in force at all times that the vendor is using the Premises in connection with an Event or providing goods or services in or on the Premises. Permits must be made visible to be viewed by TMP officials during the event.
- **If you have no employees, i.e. no one you issue a W-2 for at the end of the tax year, or anyone you are required to provide Worker's Compensation then just send us an email stating that.**

No Dangerous Materials.

- **Vendors shall not keep or have on the Premises any articles or things of a dangerous, flammable, or explosive character (such as but not limited to fireworks) that might increase the danger of fire on the Premises or that might be considered hazardous.** The Fire Marshall/Security Officer will be allowed to enter any function for observation.

FEES

Food Booth Fees: \$150.00

- **If application is not accepted, ALL fees will be returned.**
- There will be **NO REFUNDS** in the event of inclement weather.

Beer vendor fees: \$220 + 5% of total sales

- **An application along with a copy of liquor license must be reviewed for approval.**
- **All beer vendors must be in compliance with The South Carolina Alcohol Beverage and Control Board which requires that all alcohol be supplied by a professional bar service with the necessary licenses and liability insurance.**
- **If application is not accepted, ALL fees will be returned.**
- There will be **NO REFUNDS** in the event of inclement weather
- **NO ALCOHOL SALES ARE ALLOWED outside the venue.**
- **ALL alcohol beverage sale are to be purchase with tickets. NO CASH EXCHANGE will be allowed.** Tickets will be purchased from ticket booth(s).

Non-food/Exhibitors Booth Fees: \$120

- There will be **NO REFUNDS** in the event of inclement weather.

Electricity:

- **Vendors must provide their own power supply.**

Payments:

- Fees are accepted in the form of **cash, check, money order, or PayPal.**
- **All fees are due with the application.** Deposits will not be accepted. Payment must be received in full to secure booth space(s).
- Please make checks & money orders payable to: **Charleston Sol-Food Veg Fest LLC** with **Festival** in the memo line.
- **An accepted application is a commitment to the festival and NO REFUNDS will be issued for cancellations.**

Sales Tax **Vendors are subject to state and local sales tax laws and are responsible for conforming to said laws.

GENERAL RULES & REGULATIONS

- ALL items to be sold in the food booths must be listed on the food vendor application and approved by the festival committee.
- **ABSOLUTELY NO ANIMAL PRODUCTS WILL BE ALLOWED to be sold including but not limited to condiments.**
- ALL food vendors must be able to provide the attendee with a list of ingredients.
- Products **CANNOT** be changed upon approval and acceptance of the application without a

written request submitted and approval received from the Festival Committee.

- In an effort to maintain a **100% vegan cuisine**, we prefer to screen all food items. Charleston Sol-Food Veg Fest committee reserves the right to determine what constitutes an acceptable food item.
- Vendor will be asked to remove the item(s) for sale if found containing animal products.
- **Charleston Sol-Food Veg Fest LLC also reserves the right to:** (1) Refuse space to applicants for any reason including but not limited to not meeting proper qualifications for festival participation. (2) Make changes to the booth layout as necessary.
- **ABSOLUTELY NO** type of **ALCOHOLIC DRINKS**, will be allowed for sale from **ANY** vendor not designated by Charleston SOL-Food Festival Committee.
- **ALCOHOLIC BEVERAGES will only be sold inside the venue. NO SALES are permitted outside the park.**

Fire Extinguishers **All food vendors are required to provide at least one working fire extinguisher inside their booth.

- Any vendor cooking with oil is required to provide a Class “K” fire extinguisher.
- Any vendor using propane is required to strictly comply with bottle safety standards and regularly monitor gas pressure.
- Any vendor causing a fire will be held responsible for any and all damages incurred to any property.

Sanitation & Clean-Up **Vendors must agree to abide by all regulations of The South Carolina Department of Health and Human Services (SCDHHS) relative to the preparation, storage, handling and serving of foods, as well as agree to follow general personal hygiene practices to protect the health and safety of festival patrons.

- **GARBAGE:** Garbage cans with garbage bags will be provided. It is each vendor's responsibility to properly dispose of all garbage throughout the course of the event.
- There will be dumpsters near the food court for convenient removal of all garbage, as well as ample recycle bins for nonfood/exhibitors to dispose of waste.
- **GREASE: Grease/oil disposal container(s) will not be provided. Vendors using grease/oil are responsible for providing absorbent, protective ground covering in their booth area. Absolutely no dumping of grease is allowed. Please bring your own containers and handle disposal of grease.**

REGISTRATION, SET-UP & BADGING PROCEDURES

****Registration will begin upon load-in on Saturday, April 28, 2017 at 6:00 a.m. until 9:45 a.m.** Vendors will be required to visit the registration booth prior to set up.

- Upon registration, vendors will receive booth location festival identification badge(s) and other important information for the weekend.
- Parking fees are the responsibility of the vendors
- Drop-off for loading and un-loading will be allowed during setup/tear-down time only.

Tear Down Time: Saturday, Saturday April 28, 2018 at 6:00 p.m.

- Vendors must keep their food booths open for complete duration of festival hours
- Vendors who leave or tear down prior to closing may not be accepted into future events.

Ownership of Intellectual Property

All intellectual property and related material, including any trade secrets, moral rights, relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name (Charleston Sol Food Veg Fest) that is developed or produced under this Agreement, is a "work made for hire" and will be the sole property of the CSFVEGFEST LLC. The use of the Intellectual Property is restricted in any manner unless written approval is granted by Charleston Sol Food Veg Fest LLC.

I acknowledge that I have read and fully understand all stated information pertaining to **food, nonfood and exhibitor's** booth rental and sale of food for Charleston Sol-Food Veg Fest 2018. I agree to abide by all festival rules and health regulations, as well as any other local and state laws notated in this document. I also agree to hold Charleston Sol-Food Veg Fest LLC harmless for any claims arising from the service of food products.

Legal Business Name _____

Authorized Applicant's Signature _____ DATE _____

REMEMBER TO SIGN AND DATE ABOVE! PLEASE RETURN WITH YOUR APPLICATION AND BOOTH FEES.

REMEMBER TO MAKE A COPY FOR YOUR RECORDS.