

Smoke on the Waccamaw BBQ Festival

Saturday, October 15, 2022 9:00am - 5:00pm

COMMERCIAL VENDOR APPLICATION

Booth Name _____

Contact Name _____

Address _____

City _____ State _____ Zipcode _____

Day Time Phone _____ Cell Phone _____

Email _____

☐

(For 2021 Fall Festival Vendors ONLY).

request the same space as last year. **FORM MUST BE RECEIVED BY SEPTEMBER 15, 2022**

APPLICATION DEADLINE

September 15, 2022 or Until Filled

SUBMISSION OF APPLICATION DOES NOT GUARANTEE A SPACE

Describe (*in detail*) the contents of your booth (**Be Specific**). If you are approved as a vendor, items not listed below will not be eligible for display in your booth:

Limit two (2) spaces per vendor.

☐ (1) 10' x 10' space \$50.00 \$ _____

OR

☐ (2) 10' x 10' spaces \$100.00 \$ _____

☐ Electricity Fee **\$25.00** (subject to availability) \$ _____

Total Payment Enclosed: \$ _____

Please make checks payable to: CONWAY PARKS & RECREATION

Pay by Credit Card Visa/MC/Discover Accepted

Name on Card: _____

Card # _____

Exp: ____/____ 3 digit Code: ____

Send Payment to:

Smoke on the
Waccamaw Festival
Conway P&R
PO Box 1075

Date Received

Approved / Denied by

Date Notified

Ck# _____ / Cash

CC

APPLICATION MUST INCLUDE:

2 photos of your Art/Craft must be included. Payment of fees must be included. Application must be signed.

I have read, understand and agree to follow all rules and regulations (*listed on the front/back of this application*) for the Smoke on the Waccamaw BBQ Festival. I agree to hold harmless The City of Conway, its employees, agents, volunteers, and sponsors from any and all claims, liabilities, costs, expenses and damages which may result from the operation of my booth or other festival related activities.

Signature _____ Date _____

Smoke on the Waccamaw BBQ Festival

Saturday, October 15, 2022 9:00am - 5:00pm

COMMERCIAL VENDOR RULES & REGULATIONS

1. **APPLICATION PROCESS:** Submission of this application does not guarantee a space. Applicants must submit (*with application*) at least two (2) photos of the items that will be available for sale in the booth. No application will be accepted without the complete application, photos and fee. If your application is not approved, your check will not be cashed and it will be returned. Once you have been accepted as a vendor, **NO REFUNDS** will be issued for any reason. Application deadline is September 15, 2022 or until spaces are full. A confirmation will be sent via email or mail.
2. **RESTRICTED ITEMS:** Only authorized FOOD vendors are permitted to sell food and drinks. Unauthorized sale of food or drink items will result in automatically closing your booth for the remainder of the festival. We reserve the right to remove any items that have not been screened, is of poor quality or inappropriate. The following items are banned from sale: Any type of animal or pet, snap-N-pops, cap guns or rockets, disappearing ink, crazy foam or silly string, stink bombs, water and marsh mellow guns, knives, guns and/or any other weapons (including replica weapons).
3. **FOOD:** Food is considered to be any item (food, drink, baked good, or candy, etc....) – whether packaged or unpackaged that can be consumed on site. Only authorized vendors may sell food. Others will be shut down.
4. **LOCATION & DATES:** The Smoke on the Waccamaw BBQ Festival begins at 9:00am and ends at 5:00pm on Saturday, October 2, 2021 The festival is located in downtown Conway at the old Tennis Center lot. Limited power may be available. Vendors must bring all necessary displays, tents, tables, chairs and weather protection. No structures are provided. In your best interest, a tent should be used for protection from the elements. This event continues rain or shine, provided the weather does not present safety issues.
5. **SPACE ASSIGNMENTS:** All approved vendors will be assigned a space in advance. Vendors will also receive a welcome packet at set-up. Staff will be on hand to assist with any questions you may have. Tents should be weighted down. If you need more than the allotted 10' x 10' space for display, you must purchase another space. Amusement rides will be charged according to the amount of space needed.
6. **ELECTRICITY:** Electricity is available on a limited basis, at limited locations. If you have a need for power, please contact us. The electricity fee is \$25.00 per space. No generators allowed.
7. **SET UP:** Commercial Vendors **may begin their set up** on Saturday, October 2, between the hours of **5:00am and 8:15am**. All vehicles must be out of the festival area by 8:00am. If you arrive late, your space may not be available. Set up is not allowed after the event has started. Please unload your vehicle at your space and immediately park your vehicle in the designated vendor parking area; then return to your vendor space to complete your set up.
8. **CLEAN UP:** You are expected to leave the area you occupy as you found it prior to set up. Please dispose of your trash in the provided trash cans.
9. **BREAK DOWN:** All vendors are expected to be on site during all hours of the festival. **Booth may not be dismantled until the festival closes at 5:00pm.** Vehicles will not be allowed into the festival area until pedestrian traffic has cleared at the end of the festival.
10. **NOTICE:** Conway Parks & Recreation reserves the right to ACCEPT or REJECT any application. We also reserve the right to remove any vendor that does not follow the rules and regulations as established for this event.
11. **TAXES:** As the vendor, you are responsible for collecting and reporting South Carolina sales tax as required by law.
12. **NO SHOWS:** Vendors accepted into the festival who fail to participate without giving a 48-hour written notice shall NOT be eligible to participate in future shows promoted by Conway Parks & Recreation.
13. **QUESTIONS:** If you have any questions or comments about the Fall into Conway Festival, please contact Conway Parks and Recreation at (843) 488-7679 or email Janic Hopkins (jhopkins@cityofconway.com). Visit us online at www.ConwayParksandRecreation.com.