

July 3, 2023, Swansboro, NC
Non-Food Vendor Application
(Submission of this application does not guarantee booth space)

Booth space is guaranteed ONLY for vendors who pay in full at previous year's festival. Others are first-come/first-served and are assigned to best space available.

Booth requested _____ Booth Assigned _____

Email _____

Your acceptance/rejection letter and all future correspondences will be sent via email.

Email: dpylypiw@ci.swansboro.nc.us

The July 3rd Celebration will be held from 5pm until 9pm. **Applications are accepted on space available basis.** Streets are closed at 3PM. Application requirements are listed below. The Celebration will be held in downtown Swansboro on Front Street. Registration is \$50 for Craft Vendors & Home Businesses (Mary Kay, Tupperware, etc), and for Commercial Vendors. Spaces are 10' across and 10' deep. No partial spaces are sold.

There will be no refunds or credits after you have been accepted for any reason (weather, personal, illness, state of emergency, etc.).

NON-FOOD VENDOR APPLICATION

Name of Organization _____

Contact Person _____ Birthdate _____

Phone _____

Address _____ City _____ State _____ Zip _____

NC Sales Tax ID Number _____ Spaces needed _____ +Additional ft _____

Description of Item(s) Sold:

attach additional sheets, if necessary

We do NOT provide electricity!

RAIN OR SHINE!! NO REFUNDS OR CREDITS FOR ANY REASON!!!!

ALL SPACES ARE 10' X 10' – NO EXCEPTIONS!

VENDORS: These are vendors of crafts that are handmade or of home-type businesses like Tupperware, Avon, Scentsy, etc., and non-profit organizations such as churches, boy and girl scouts, etc.

of Spaces _____ X \$50 = TOTAL ENCLOSED \$ _____

Mail Completed application to: Town of Swansboro, Attn: Parks & RecDept; P.O. Box 1214; Swansboro, NC 28584 Checks should be made payable to The Town of Swansboro. We do not accept applications without payment.

Vendor Guidelines for the July 3 Celebration

- Vendor setup will begin at 3PM. All vehicles must be off the streets by 4PM.
- There is no designated Vendor parking area. Parking is available on side streets wherever there is not a NO Parking sign.
- In the event of inclement weather - check our phone 910-326-2600 or website www.swansborofestivals.com for update. The festival will only be cancelled in the case of a state of emergency. No refunds or credits will be given.
- This is a family oriented festival for spectators of all ages and exhibited work must be in keeping with this atmosphere. The committee reserves the right to remove work that violates any of the festival rules.

- You must be responsible for your own required Sales Tax ID Number processing.
- You are responsible for removal of all your trash/garbage/boxes etc. upon exit. DO NOT LEAVE ITEMS AT YOUR SPACE
- We do not refund booth fees as stated in your application due to weather related conditions or cancellation on your part.
- You must not extend past your 10x10 space and are not allowed to sell or promote outside of your booth.
- We do not provide tent/table/chair, etc. **OR ELECTRICITY** .
- Music in booths should be held to a minimal level and will be monitored by committee in the event of complaints.
- Restrooms are available near the town dock and the Visitor's Center.
- If you need assistance please locate a Festival volunteer wearing bright yellow shirt or come to Information Booth located at the Pug Pavilion.

NO DOGS OR ANIMALS OF ANY KIND ARE ALLOWED WITHIN FESTIVAL AREA We thank you for your participation at the Swansboro Festival and we look forward to being able to accept your application year after year by your support of our guidelines. Questions or Information prior to festival910-326-2600 or email Email: swansborofestivalcommittee@yahoo.com

I agree to abide by all rules, regulations, and guidelines, presented by the Town of Swansboro. Violators will be subject to dismissal without refund. I agree to the liability/hold harmless statement provided. I understand that the Town of Swansboro reserves the right to deny any application even if the applicant has participated in the show before. I understand that reasonable security will be provided, but I will not hold the Town of Swansboro, or their representatives liable for loss, damage, or injury.

Submission of application indicates that participant hereby indemnifies and shall defend and hold harmless the Town of Swansboro, their employees, and their volunteers from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the participant's participation in the Festival, including those arising from damage to property or injury to or death of participant, its customers, volunteers, employees, or subcontractors, whether arising before, during, or after the Festival and in any manner directly or indirectly caused, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence of participant or its customers, volunteers, employees, agents or subcontractors.

Further, that the participant releases the Town of Swansboro from any and all liability for loss or damage to property and merchandise used or sold by the participant in the operation of the booth due to theft, fire, storm, flood, and damages through any force of nature or otherwise.

The participant grants the Town of Swansboro permission to use any photographs, motion pictures, videos, recordings or any other record of participation in the Festival.

Signature _____

Date _____

Items to be MAILED with application: Completed Application form, check or money order for total fee due OR credit card info, photos.

Credit Card Payment – *Note: a 2.5% Credit Card processing fee will be added to this transaction.*

Check ONE _____ VISA _____ MASTERCARD _____ DISCOVER

CARD NUMBER: _____

CVV Security Code _____

Expiration Date: Month _____ Year _____

I hereby authorize the Town of Swansboro to process my credit card for the amount due.