



LORIS BOG-OFF FESTIVAL VENDOR APPLICATION

The **38th Annual Loris Bog-Off Festival** will once again be held in beautiful downtown **Loris, South Carolina** on **October 21, 2017**. Our goal is to present a quality, family-oriented festival. Please read all rules and guidelines to ensure a fun and safe day for all. For more information, visit our website at www.lorischambersc.com, email at loriscoc@sccoast.net, or call the Chamber Office at 843-756-6030. Estimated attendance 30,000.

Vendor Type	Size	Fee
Arts & Crafts Vendor	10'x12'	\$80
Food Vendor <i>(*Spaces are limited by items sold)</i>	10'x20'	\$300
Retail Vendor	10'x12'	\$110
Non-Profit	10'x12'	\$45
Add For Electrical Access		\$40

Late Fee (after October 2, 2017) Cash only after deadline date. \$20

Notes: All fees are Non-Refundable. Rain or Shine. No beverage sales allowed. Approval of all booths will be based upon space availability and at the discretion of the Festival Committee.

*** The vendor fee includes a one day business license that is required by the City of Loris.**

EXHIBIT HOURS

Move-In Begins **October 21, 2017 6:00 AM (5:00 AM for food vendors only)**
Move-In Ends **October 21, 2017 8:00 AM**
Show Hours **October 21, 2017 9:00 AM — 4:30 PM** (Vendors can stay until after concert which will be around 7:30 PM)

*NOTE: Free Standing canopies are recommended!! **NO ANCHORING ALLOWED.** No one will be allowed to unload before 6:00 AM or to load up before 4:30 PM. **All food vendors are required to have a tent or canopy.**

RESTRICTED ITEMS

Fireworks, explosives (including Pop-caps), **guns of ANY TYPE**, knives, silly string, inflatable guns, baseball bats, any items that may be considered profane, etc. Items are subject to approval by Festival Committee.

REMINDER

All applications must include:

1. Applicable entry fees (Booth Fee, Electrical Fee If Needed, Late Fee If Applicable)
2. Completed Application (Provide All Requested Information. Applications Will Be Reviewed!)
3. SC Retail Tax License Number (Craft, Retail, & Food Vendors)
4. Food Inspection Form (Food Vendors Only)
5. Photo of Booth & Contents (**For first time vendor at this festival**)
6. Certificate of Insurance

APPLICATION DEADLINE: OCTOBER 2, 2017

RETURNED CHECK FEE: \$25

All checks should be made payable to Loris Bog-Off Festival. Cash only after deadline date.

PLEASE MAKE SURE TO READ PAGE 2 FOR NEW RULES & REGULATIONS.

ALL VENDORS REQUIREMENTS:

South Carolina Retail Tax License - A current South Carolina Retail Tax License must be available at your booth on Festival Day. Each exhibitor and food vendor must collect and pay South Carolina Sales Tax. Please read the attached letter from the Department of Revenue.

Insurance:

Each vendor must provide a certificate of insurance naming the Loris Chamber of Commerce as an additional insurer. Please provide certificate with your application or to the chamber office no later than October 2, 2017. If you do not have insurance, we have a vendor's policy in place for a fee of \$39.00. It can be purchased online at www.actinsurance.com or paid with your vendor fee and we will obtain it for you. This will only cover you for the day of the Loris Bog-Off Festival. Please contact the Loris Chamber of Commerce for more information.

Booth Space:

We recommend that your space be covered with a tent if you are not in a trailer. Sandbags or other weights are also recommended because no staking is allowed. No combustible materials are allowed under the tent (e.g. Hay, Straw, Wood Shavings, etc.), No Smoking under tents, No Generators allowed under tent – a minimum of 10' clearance is required.

FOOD VENDORS REQUIREMENTS:

South Carolina Department of Health – All food vendors are subject to inspection by SCDHEC and must fill out a food inspection form. A DHEC form will be mailed to all food vendors after their application has been received and approved by the Loris Bog-Off Festival Committee.

Booth Space:

All food vendor's spaces must be covered (tent, trailer, etc.).
No Deep Fryer under tent, Class K Fire Extinguisher for anyone with a deep fryer, all cooking appliances and propane cylinder location subject to LFD Fire Code Official approval and all cooking tents with open flames shall be labeled as Fire Retardant.

Beverages:

NO BEVERAGES CAN BE SOLD AT THE FESTIVAL.

No sodas, water, tea or any other beverages can be sold at the festival.

No lemonade can be sold except for lemonade vendors.

If you wish to sell tea and/or lemonade, you can pay an extra fee of \$100 to sell these items.

Ice Sales:

The Loris Chamber of Commerce will be selling ice at the festival. Please let one of our staff members know if you need ice on the festival day.

Vendor Application



Please complete this application and mail to:
LORIS CHAMBER OF COMMERCE
PO BOX 356
LORIS, SC 29569

Please print all information.

Name: _____

Company: _____

Address: _____

Day Phone: () _____ Night Phone: () _____

Email: _____

Food Booth _____ Craft Booth _____ Non-Profit _____ Retail _____

Electrical Hook-Up: Yes ___ No ___ Number of Booth Spaces Rented _____

Please include voltage/amps _____ # of prongs _____

Type of Food Sold: _____

Description of Booth Contents: Be Specific—Subject to Approval! Include booth size. Please include picture of your display for first time vendors to this festival. **You must include all products that will be sold. You could be asked to leave on festival day if you have unapproved items. No partial booth spaces will be sold. You must purchase enough space for your display.**

South Carolina Retail Tax License (if applicable)

Have you participated in this event before: ___ Yes ___ No

How did you learn about the Festival: _____

The undersigned agrees that the Loris Chamber of Commerce, Loris Bog-Off festival and it's successors is not responsible for loss or damage or personal injuries to, from or during the Festival and releases claims there from. It is further agreed that the undersigned will abide by all the rules and instructions set forth by the Festival Officials. I further allow Loris Bog-Off Festival permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for legitimate reasons. I also release the Loris Bog-Off Festival/ Loris Chamber of Commerce from any and all liability for loss or damage to property or merchandise due to theft, fire, storm, flood and damages through any force of nature otherwise.

Applicant's Signature _____

Date _____