



North Carolina Mountaineer Festival

2nd Annual NC Mountaineer Festival September 18th, 2020 Located on the Bakersville Creek Walk 10:00am - 5:00pm

Contact the NC Mountaineer Festival for all information.
(423) 741-9645 / Email: ncmountaineerfestival@gmail.com

SPACE IS LIMITED SO PLEASE APPLY EARLY!

Application Procedure

- All applicants must provide three photos of merchandise. (unless you were a previous vendor)
 - No more than 3 of the same type of vendors will be accepted (certain vendors only 1)
 - No applications will be received after August
1. Complete booth application in full. **Food vendors must submit a complete menu with prices which will be approved.**
 2. Submit 3 - 5 photos of your current work including your work space. Applications with no photos will not be considered. (These photos can be emailed please include your first and last name and business)
 3. For payment please include two checks, **one for the processing fee and one for the booth fee** made **payable to NC Mountaineer Festival**. Note: All vendor monies will be held until accepted from the committee. Accepted vendors will be deposited directly into the NC Mountaineer Festival bank account. Rejected monies will be returned minus the \$5 processing fee.
 4. Vendors can include credit card info if card payment is preferred. .
 5. Applications will be taken until booth space is filled. Additional vendors will be placed on a waiting list.

Festival Notes

- ALL vendor tents must be safely secured with a minimum of 10lbs per leg
- Vendors are responsible for their own tent, tables, and display. Someone must be present in the booth at all times and tables should be presentable and have an attractive appearance.
- PARKING IS LIMITED so please plan accordingly for extra vehicles.
- Vendors must check in for the festival at designated time. (Check in violation may lead to future non acceptance into the festival).
- **ALL exhibits must present your Business Name on the front of the booth and remain open for attendees until the Festival has completed for the day.**
- All vendors will receive two name tags that will be delivered the morning of..
- Special requests will try to be accommodated but not guaranteed.
- Alcoholic beverages are not permitted on the grounds. They cannot be served or sold.
- Pets WILL NOT be allowed near the animal exhibits. ALL pets must be on a leash no longer than 3 feet and pet owners must clean up after their pets. Citations will be issued if owners do not comply.
- Smoking is only allowed at designated smoking areas.
- All exhibit space must be cleaned up. This includes ALL trash.



North Carolina Mountaineer Festival

FOOD VENDORS: PLEASE READ CAREFULLY

Businesses MUST BE in compliance with the North Carolina State Law AND the Mitchell County Health Department Regulations.

Food prices and menu must be visible. Displays must present an attractive appearance, and your exhibit space must be self-contained. **NO TENT POLES, WIRES, TRAILER HITCHES, TABLES, OR MERCHANDISE ECT. WILL BE PERMITTED BEYOND YOUR SPACE.**

Set Up:

- **Food vendors can check in between 3:00pm - 6:00pm on Friday or 7:00am - 9:00am on Saturday (if there is an issue regarding check in time please let us know and we will try to accommodate)**
- **ALL vehicles must be off the creek walk by 9:00 am on Saturday morning.**

ATTENTION FOOD VENDORS

1. We try to prevent menu duplication. It is imperative that you submit your application with a full menu with prices as soon as possible. A committee will decide which vendors and menu items are accepted. Please email menu to ncmountaineerfestival@gmail.com or include it with application.
2. Vendors will sign off on their food menu after acceptance to the Festival to prevent confusion or disputes about what items are approved. Failure to comply with rules will result in the inability to participate in the NC Mountaineer Festival in addition to being asked to leave the festival.
3. **There will be a refundable clean-up deposit of \$25.00. This must be sent in with your application fee and will be refunded after the Festival if your area has been left clean.** You must have your space checked by festival staff prior to leaving or forfeit your deposit. This deposit will not be refunded if you do not abide by the operating hours and other rules of the festival. ALL food supplies and equipment must be kept in the boundaries of your booth space AND YOUR AREA MUST BE CLEAN OF ALL TRASH AND OIL, or you automatically forfeit your deposit.
4. Please schedule set up time with the health department between 2:00pm and 5:00pm on Friday or 7:00am - 9:00am on Saturday. ALL vehicles must be moved off the grounds by 9:00am on Saturday.
5. All food prices must be displayed on the front of the booth or food truck. NO EXCEPTIONS.

Food Rules

- All Vendors must have a sneeze guard barrier between your business and the general public.
- It is your responsibility to be in compliance with fire and health codes for this event. You will not be able to open your booth if not inspected.
- A fire extinguisher must be in the booth at all times and available if needed during the event.

Required Festival Forms: (Release & Waiver Form will be mailed or emailed after received payment)

- Certificate of Insurance Liability naming the NC Mountaineer Festival as the insured party.
- NC SALES AND USE TAX CERTIFICATE (www.dor.state.nc.us; 877-252-3052)
- (Food Vendors) Health Department Form to Inspectors Office 20 days prior to the event (828) 688- 2371



North Carolina Mountaineer Festival

CRAFT VENDORS: PLEASE READ CAREFULLY

Booth spaces are 10x10, tables must present an attractive appearance, and your exhibit space must be self-contained. **NO TENT POLES, WIRES, TRAILER HITCHES, TABLES, OR MERCHANDISE WILL BE PERMITTED BEYOND YOUR SPACE.**

- Items being sold must be in keeping with the Festival's family environment. The committee reserves the right to ban or dismiss any exhibit or product that is deemed offensive.
- **Each vendor is requested to display a sign with the trade name.**
- Power is limited. Food vendors will have the first option for spots with power. All other vendors requesting power spots will be added to a waiting list. After food vendors have been filled power spots will be first come first served with an additional charge of \$25.
- Generators **MUST BE** whisper generators and must be authorized no later than September 19th.
- Booth spaces **MUST BE CLEAN OF ALL TRASH.**
- All vendors who register and abide by the festival rules will have first choice to be a participating vendor the following year.

Set Up:

- Friday 17th - Craft Vendors may enter the creek walk to set up anytime between 3:00pm - 6:00pm
- Saturday 3rd - Craft Vendors may enter the creek walk for set up anytime between 7:00am - 9:00am
- ALL vehicles must be off the grounds by 9:00am

Required Festival Forms:

- **RELEASE AND WAIVER LIABILITY** (this form will be mailed or emailed after received payment)
- **NC SALES AND USE TAX CERTIFICATE** (www.dor.state.nc.us; 877-252-3052) (Must be displayed)

ALL VENDORS

Tear Down:

- Vehicles will not be permitted on the creek walk until 5:00pm or after the grounds are cleared of attendees.
- Vendors will be dismissed by the Festival staff when the booth is...
 - Completely dismantled
 - Packed up and ready to load
 - Booth space is totally cleaned including ALL trash
- Vendors who leave early and/or do not abide by the Festival rules or fail to use common sense or common courtesy will not be invited to participate in future festivals.

Cancellation Policy: If you are accepted and then cancel before July 1st your fee will be fully refunded except for the \$5.00 processing fee. If you cancel between July 1st - July 30th you will receive 50% except for the \$5 processing fee. **AFTER August 1st NO REFUNDS WILL BE ISSUED**



**North Carolina
Mountaineer Festival**

THANK YOU for participating in the NC Mountaineer Festival!

**Return this form with full payment and please answer
ALL questions.**

Name: _____ Date: _____

Business Name: _____ Phone #: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ NC Sales Tax ID # _____

Website (if applicable) _____

Please give a full description of your craft and/or food (Food: Your full menu will need to be approved by the committee to prevent food duplication from different vendors.

____ Food ____ Craft ____ Commercial ____ Nonprofit (Please check one)

Description: _____

Average price of product sold _____

Please mail or email three good quality photos of your work and one photo of a previous festival display if possible.

If you have a special request, please email us at ncmountaineerfestival@gmail.com or

list it here: _____

May we post a picture of your work on our website and social media to advertise for the Festival? Yes or No

Each exhibitor is responsible for collecting and remitting North Carolina sales tax of 7.75% AND, as per N.C. Gen Stat.66-255, each exhibitor MUST display this document prominently in their tent.

Emergency Contact - Name: _____ Phone Number: _____



North Carolina Mountaineer Festival

Please mail your application and fees to the Coordinator,
NC Mountaineer Festival 31 North Mitchell Ave, Bakersville, NC 28705

Booth Fee

\$5.00 non-refundable Processing Fee with this Application

Nonprofit Booth 10x10 \$15.00_____ (Limited Availability)

Single Craft Booth 10x10 \$45.00_____

Double Craft Booth 10x20 \$80.00_____

Commercial Booth 10x10 \$70.00_____ (Limited Availability)

Food Booths: 12x16 \$100.00_____ 12x32 \$210.00_____

12x20 \$130.00_____ 12x36 \$240.00_____

_____ 12x24 \$155.00_____ 12x40 \$265.00_____

12x28 \$185.00_____

A refundable clean-up deposit for food Vendors of \$25.00 must be included with payment. Food vendors must also submit a menu with prices and carry adequate insurance.

Tent _____ Trailer _____ Size of the trailer (including length of the hitch)_____

Important Information: You must stay entirely in your assigned space with all merchandise, food, equipment, so please make sure you applied for the correct size booth space.

Generators must be pre approved and only whisper generators are allowed.

Checklist

Processing Fee \$5.00 _____

Booth Fee (size price) _____

Refundable Clean Up Fee \$25 (**Food Vendor Only**) _____

NC Sales Tax Certificate _____

I have read the rules and regulations of the NC Mountaineer Festival and agree to abide by them. I may be asked to leave if the rules are not followed. Your signature is your agreement to abide by all the rules of this festival.

Signed: _____ Date: _____ Enclosed \$ _____