

2019 Sustainable Holiday Celebration Vendor Contract

December 2nd, 2019 -- 4:30 to 8:30pm

All vendor applicants for the Sustainable Holiday Celebration must read and sign the following contract. In addition to this contract, please complete the application online, submit product photos and send your vendor payment by October 20, 2019. Booth space will be decided by an impartial committee and assigned on a priority basis as applications are received.

NOTE: By filling out the application and sending in payment, you are not guaranteed a vending space. Your application will be reviewed and you will be notified via email. If you are not chosen, your check will be returned to you.

General Rules and Regulations:

- Vendors must use compostable materials for packing and serving. No Styrofoam or plastic bags.
- Recycling for plastic, cans, and cardboard will be provided and vendors are encouraged to use these receptacles.
- There will be NO REFUNDS in the event of inclement weather or cancellation after the application deadline (October 20, 2019).
- Vendors are responsible for collection of sales tax on items sold and must remit said taxes to the City of Columbia and SCDOR.

Set-Up, Electricity and Location:

- Event hours are from 4:30pm – 8:30pm. Vendors are discouraged from breaking down or leaving until 8:30pm unless previously approved by event organizers.
- *Set up time is from 10:00am until 4:00pm on Monday, December 2, 2019.*
- The committee has determined the location of vendor spots based on special needs. Your location cannot be negotiated on the day of the event.
- Vendors are encouraged to supply all booth elements needed, including table and chairs. If electricity is necessary for your booth, vendors need to supply their own extension cords.

Fire Marshal/DHEC Requirements:

- Special event regulations can be found at <https://colafire.net/special-events-rules-and-regs/>.

Vendor Fee:

- Vendor Fee is **\$75.00** (non negotiable, to be paid in advance of October 20, 2019)
- Please mail or email vendor contract and check (note that checks will not be cashed until vendor is notified that they are accepted for the event) made payable to :

Sustainable Midlands, 709 Woodrow Street, Box 116, Columbia, SC 29205

General Release:

The undersigned does hereby release, acquit, and forever discharge Sustainable Midlands, its agents, its representatives, its employees, or contracted staff, of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity from any loss or damage of any nature of description, known or unknown, in any way relating to the undersigned participation in the Sustainable Holiday Celebration. Non-compliance with any of the listed rules and regulations will result in being escorted out of the festival and end any future participation.

By signing this document, vendor acknowledges that they have received a copy of the Sustainable Holiday Celebration Vendor Contract, have read the regulations, understand its contents and how they will apply and agree to fully comply with the regulations. This does not indicate acceptance by the event and is subject to being denied at the discretion of the planning committee.

Signature: _____ Date: _____

Please Print Name and Name of Business

Clearly: _____

**** ALL CONTRACTS, APPLICATIONS, PHOTOS AND PAYMENTS MUST BE SUBMITTED BY October 20, 2019 IN ORDER TO BE CONSIDERED FOR A SPACE. ****
Send your questions to events@sustainablemidlands.org