**Name of Group or Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Rock Hill Business License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SC Retail Sale License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Team Leaders will communicate with vendors via email.**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City, State, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Primary Telephone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Secondary #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Will you need electricity? \_\_\_\_ Yes \_\_\_\_ No**

**If needed, we will be providing the use of 110 Volts. If more power is needed, please indicate how much: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant shall indemnify and hold harmless the Come-See-Me Festival and the City of Rock Hill, its employees, agents, sponsors, volunteers, and elected officials from and against all losses, costs, damages, expense, and liability caused by an accident or other occurrence in bodily injury, including death, sickness and disease to any persons, or damage or destruction to property, real or personal, arising directly or indirectly from Applicant’s operations, products or services rendered at the Come-See-Me Festival event. Applicant agrees to waive, release and discharge the Come-See-Me Festival and the City of Rock Hill, its employees, agents, sponsors, volunteers, and elected officials, of and from any and all claims, demands, costs, liability and causes of action whatsoever that may arise as a result of Applicant’s participation in the Come-See-Me Festival, including, but not limited to, any claims, causes of action, liability, damages, expenses, judgments, demands, and costs related to injury to any of the Applicant’s person or property arising out of or in connection with (1) any structure erected by the Applicant, (2) any apparatus, equipment, or personal property used by the Applicant and (3) any act of omission on the part of the Applicant, its agents, invitees, participants, representatives, employees, and servants.**

**This waiver and release shall inure to the benefit of the Come-See-Me Festival and the City of Rock Hill and shall bind applicant along with its employees, heirs, legal representatives, assigns and successors in interest of the Applicant or any member thereof. I, the undersigned, agree to abide by all Rules and Regulations set forth by the Come-See-Me Festival. By signing below, I agree to consider this application a commitment.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Print name and Title)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature) (Date)

***General Information***

**How to Apply**

* Complete the Vendor Application - all fields must be completed. Please print legibly.
* Submit your $50 **non-refundable** check, made payable to “Come-See-Me Festival.”
* If your application is unreadable, it may not be taken into consideration.
* Application and non-refundable deposit are due by February 15, 2018
* **ALL ITEMS ARE TO BE MAILED, AS ONE, TO:**

Come-See-Me Festival

P.O. Box 4221

Rock Hill, SC 29732

**Notification of Selection**

* All vendors will be notified of selection by March 1, 2018
* Full payment (booth prices are listed on page 4) and insurance verification are due by March 15, 2018
* **You must submit a Certificate of Liability Insurance, naming the Come-See-Me Festival and the City of Rock Hill as additional insureds/certificate holders, by March 17, 2018.** Failure to submit insurance certification will result in the cancellation of your application acceptance.

**Rules and Regulations**

* Space assignments will be determined by the Come-See-Me Festival
* To participate in a festival, the South Carolina Department of Revenue requires vendors to be determined tax exempt or obtain a **$50 license to make retail sales**. If you have any questions, please call the South Carolina Department of Revenue at (803) 324-7641.
* If weather becomes a factor, the event will not be canceled until the actual day of the event. You will be contacted by a Festival representative to let you know of any changes/cancellations.
* No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival area.
* If a vendor is rude or disrespectful to the public, event staff or other vendors they will be removed from the event without refund.
* **Closing before the end of the event or staying open after the event is strictly prohibited**
* Vendor agrees to abide by all rules and regulations of the Come-See-Me Festival, the City of Rock Hill Memorandum of Understanding (MOU) for the event, SC DHEC regulations **(**[www.scdhec.gov](http://www.scdhec.gov)**)** and understands and agrees that all decisions related to the event are in the sole discretion of the Come-See-Me Festival.
* Vendor agrees to pay Come-See-Me for all costs and fees associated with participation prior to the event.

**Menu Items**

Items not listed on this application cannot be sold without written permission. Be specific in your product/pricing descriptions to avoid duplication. The Come-See-Me Festival reserves the right to limit the products sold in advance of the event. No changes will be allowed after submitting your application. It’s suggested that items should stay around $5.00 using smaller portions if necessary, but not mandatory. Kids’ portions at a discounted rate of $2.00 - $3.00 are recommended.

Menu item sign is provided by the Festival and will be posted at your booth.

**No drink sales are allowed**. All drinks (water, soft drinks, coffee, etc.) will be sold by the Come-See-Me staff.

|  |  |  |
| --- | --- | --- |
| **ONLY ITEMS TO BE SOLD** | **DESCRIPTION** | **PRICE** |
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|  |  |  |

**Come-See-Me Festival will provide** tents, tables, and chairs as vendors indicate below on the application. Come-See-Me will provide the menu to be posted in your booth. Signs are allowed **no higher** than the top of the tent. An ATM will be provided for consumers on site.

**For any questions or concerns, please contact Allison Teno at (803)-493-4196 or Kelli Shannon at (803) 981-2531 or via email at** **allison.teno@comporium.com** **and kelli.shannon@comporium.com.**

***Gourmet Gardens Information***

Plans are now underway for the 2018 Come-See-Me Festival event, Gourmet Gardens, which is expected to bring in crowds of up to 10,000 people. While food remains the focus at our traditional Gourmet Gardens, we will also have a stage of local entertainment and an activities/games area for children.

**EVENT DATE AND TIME: Saturday April 14, 2018 11:00am - 5:00pm**

**LOCATION: Winthrop Farm**

**1160 Eden Terrace, Rock Hill, SC
Rock Hill, SC 29730**

**BOOTHS: Vendors must provide tables, chairs, and equipment, unless otherwise indicated on the**

 **vendor application. Only tents provided by the**

 **Come-See-Me Festival are allowed.**

**Size of unit Space Fee Tent provided by Festival:**

 10’ x 15’ $225 10’ x 10’

 15’ x 20’ $325 10’ x 10’

 15’ x 30’ $425 10’ x 10’

 10 x 10 (non-profit) $100 10’ x 10’

**Additional tent(s) requests - $200 per tent charge:**

 **\_\_\_\_\_** 10 x 10 tent(s) **\_\_\_\_\_** 15 x 15 tent(s)

Please indicate if you would likeCome-See-Me Festival to provide **2 tables and 2 chairs** **for an**

**additional $100**. ­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tent Information continued:**

**Signs may be NO HIGHER than the tip of the tent on the day of the event.**

 **NO**

**YES**