

North Myrtle Beach Parks & Recreation
1030 Possum Trot Rd.
North Myrtle Beach, SC 29582
nmbrecreation@gmail.com



Greetings Vendors,

Thank you for your interest in participating as a vendor at our Festival. This one-day rain or shine event brings thousands of attendees to celebrate with the community. Please read the following stipulations carefully to ensure that you understand all the rules and responsibilities of being a vendor at our Festival.

Vendor Eligibility

The City of North Myrtle Beach reserves the right to determine whether any vendor, product, or display is eligible for inclusion in the festival. Both parties mutually agree that the City of North Myrtle Beach shall have full authority in the placement and operation of vendors and their booth space. **Photos (max 5) must accompany your application, via a separate email to nmbrecreation@gmail.com, showing set-ups and the merchandise to be sold. Applications without photos by the specified date in the application will not be considered.** The City of North Myrtle Beach must approve all items and materials being distributed. No smoking or alcoholic beverages in or near the vendor booths. Some items that CANNOT be sold are as follows: No drugs or drug paraphernalia; No explosive items, fireworks, or aerosol propelled items or lighters; No stink bombs or anything similar that requires the product to be ignited; No knives, swords, guns, or any type of weapon.

Vendor Space Rental

12' wide x 10' deep are the pre-determined dimensions at which the exhibitor agrees to stay within. The exhibit MAY NOT extend in front of any adjacent booth or exhibit and must stay within the dimensions of the 12' wide x 10' deep space given. If additional space is required, you must purchase additional 12' x 10' spaces. Vendors are not allowed to sit or place merchandise/equipment on the sidewalk. Vendors and their representatives must stay within their booth space during the festival; they are not allowed to leave their space to sell items, accept donations, distribute literature/coupons, etc. Vendors must also keep their booths in line with all the other vendor booths to ensure the proper flow of pedestrian traffic and safety. Each vendor space MUST be decorated to compliment the festival theme. When checking in the morning of the festival for setup you will receive a "decoration bag" with the minimum amount of festival decorations required for the festival. If you have any balloons for decoration that need to be inflated with helium, please stop by the City of North Myrtle Beach's Information Booth to do so.

Vendor Limitations

- We strive to provide a variety of vendors for each festival, therefore similar vendors will be limited.
- We try to honor special requests but cannot always accommodate.
- Only vendors that deal specifically with animals or service dogs are allowed animals at their booth. If you sell pet supplies, pet costumes, etc. this does not qualify. Animals must be preapproved by the Parks & Recreation Staff prior to the festival.
- Requests for Electric and Water hook up can be noted within the application process. Access is not guaranteed if requested but will be considered on a needed basis.
- Vendors are not permitted to directly wire and disconnect any electrical service.
- Generators are not permitted unless pre-approved by Parks and Recreation Staff prior to the festival. You must indicate the request for a generator in the "special requests" section of the application.
- Exhibitors will not nail, screw, or otherwise attach anything to columns, trees, or standard booth equipment.

- Art & craft vendors are not allowed to give away or sell beverages/food. Only food vendors are allowed to sell beverages/food.
- Please do not make hotel reservations or assume that you have been accepted into the festival until you receive an official acceptance letter from the North Myrtle Beach Parks and Recreation Department.
- All our festivals are held rain or shine. Refunds will not be available for any reason once payment has been submitted for your booth.
- Vendors may not sub-lease their space, nor any part thereof.
- Vendors must comply with all SCDOR guidelines as outlined in the application process.
- The vendor acknowledges and agrees that his/her exhibit shall be admitted and shall be permitted to remain on the festival grounds only upon continued strict compliance by the vendor with the terms and conditions of this agreement. Notwithstanding such compliance, the City of North Myrtle Beach reserves the right to reject or remove a vendor's exhibit, in whole or in part, from the festival grounds for any reason whatsoever. No portion of the rental fee shall be returned if the rejection or removal occurs upon violation of this agreement.
- If you are accepted as a vendor and do not show up on festival day, arrive after the check-in period, or do not have your booth broken down by the designated time, you will immediately forfeit the right to future participation in all festivals managed by the City of North Myrtle Beach for **a full calendar year**. Any applicable registrations fees are still due to the City of North Myrtle Beach and no refunds or transfers will be considered. We reserve the right to deny you entry into the festival, with no refund or transfer of fees, if you arrive after the check in period.

Food Vendors ADDITIONAL

- Roofing/Tar/Tyvek paper **MUST** be placed underneath booth space to prevent spillage onto the street.
- Vendors must furnish their own fire-retardant tent, tables, equipment, and signage. You must provide signs displaying the type of food and cost, but they must remain within your booth space. Signs cannot be placed throughout the festival area.
- Grease receptacles will not be provided; make provisions to take your grease when you leave. Any vendor that pours grease down a storm drain or on the ground will be ticketed, prosecuted, and not invited back.
- Beverages in glass containers are not allowed to be sold at this event. Please use plastic, aluminum or paper.
- Food Vendors must comply with all SCDHEC and NMB Fire Department guidelines as outlined in the application process. Vendors must also complete all required inspections through the NMB Fire Department as outlined in the application process.
- Food vendors are responsible for removing all trash, including boxes, from their vendor space to the designated trash receptacles for food vendors. Please do not dump your trash at the small trash cans along the sidewalk. A dumpster will be provided or other trash receptacles for food vendor use.
- Proof of 'products liability insurance' is required with application submission, to be sent separately to nmbrecreation@gmail.com by the specified date in the application. Applications without proof of insurance will not be considered. All food vendors must obtain 'products liability insurance' with at least \$1 Million in coverage.

Liability

By participating as a vendor at our festival, you the vendor expressly release the City of North Myrtle Beach, City of North Myrtle Beach employees and the lessors/owners of the exhibit equipment of any and all liability for loss, theft, damage or destruction of property, nor for any injury to vendors or its employees while in the Festival Grounds.

*If accepted as a vendor, further information will be provided the week of the festival.
Application period and acceptance dates will be available on parks.nmb.us.*