



February 16, 2016

Dear Festival Participant,

The City of Belmont would like to invite you to be a part of our spring festival “*GaribaldiFest*” on Saturday, May 21, 2016. The event will be held in Stowe Park adjacent to the business district of downtown Belmont between the hours of 11:00am-5:00pm.

The format for the festival is hand-made craft booths, children's games, food/drink booths, business and non-profit displays will be accepted. Please return the enclosed application and fee for approval. Please make sure you have filled out your application **completely**. We will try to accommodate your request to be in the park or on the street but cannot guarantee it. We have a certain number of vendors we can accommodate so please **get your application in as soon as possible**. If you are a **food vendor** your application must be in by April 25, 2016.

It is our hope that you will plan to participate in our spring festival this year. We appreciate your presence in the past and if you are a newcomer to the event, we will be glad to have you spend the day with us. If you have any questions please call me at 704-901-2069.

Sincerely,

Reba Edwards  
Event Director

**Spring Festival "GaribaldiFest" 2016      VENDOR APPLICATION**

May 21, 2016 11:00AM- 5:00PM STOWE PARK, BELMONT, NC

**BPRD provides spaces ONLY. We do not provide tents, tables, chairs, drop cords, etc.**

(May 6, 2016 - \$10 fee if application received after this date.)

CHECK APPROPRIATE BOXES:

Arts & Crafts Booth..... \$45

Business (Advertising Products or Services) Display  
Merchandise Booth..... \$55

Baked Goods..... \$50

Non-profit display (Must have 401 status & not selling items or services)...FREE

Need Electricity..... \$10  
[See Vendor Guideline #4C]

**PLEASE PRINT**

GROUP OR INDIVIDUAL NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ BOOTH ATTENDEE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

TENT \_\_\_\_\_ SIZE OF TENT \_\_\_\_\_ TABLES \_\_\_\_\_ PREFER: STREET PARK

DONATE ITEM FOR FESTIVAL DOOR PRIZES: Yes \_\_\_\_\_ No \_\_\_\_\_ (Recreation staff will pick up)

BRIEF DESCRIPTION OF ITEMS YOU WILL BE SELLING:

Have you participated in our festivals in past? \_\_\_\_\_ If so which one? \_\_\_\_\_

PLEASE NOTE ANY SPECIAL REQUESTS:

**FOOD/DRINK VENDOR APPLICATION**

**Food Vendor Applications are due by April 25, 2016**

The Food /Drink booths include any sandwiches, pizza, & snack foods such as popcorn, nachos, candy apples, cotton candy, soft drinks, tea, coffee, or lemonade. CHECK APPROPRIATE BOXES:

NON-PROFIT.....\$100

COMMERCIAL FOOD VENDOR.....\$200

NEED ELECTRICITY (OVER THE 20 AMP ALLOTMENT).....\$10  
[See Vendor Guideline #4C]

GROUP OR INDIVIDUAL NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ BOOTH ATTENDEE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

E-MAIL ADDRESS (Please Print) \_\_\_\_\_

TENT/TRAILER: \_\_\_\_\_ TENT/TRAILER SIZE: \_\_\_\_\_ TABLES \_\_\_\_\_ PREFER: STREET PARK

DONATE ITEM FOR FESTIVAL DOOR PRIZES: Yes \_\_\_\_\_ No \_\_\_\_\_ (Recreation staff will pick up)

BRIEF DESCRIPTION OF ITEMS YOU WILL BE SELLING:

PLEASE NOTE ANY SPECIAL REQUESTS:

Signature Needed: I, \_\_\_\_\_, have read and understand the Vendor Guidelines and I agree to uphold them. I understand that if I (or anyone in the group that I represent) fails to follow these guidelines that I may forfeit my booth space, application fee, and admittance to future festivals.

### **GaribaldiFest VENDOR GUIDELINES**

- 1- Return application by May 6, 2016. Any received after this date will need to add \$10 to their application fee. **Mail to: GaribaldiFest , Attn: Reba Edwards PO BOX 431, Belmont, NC 28012**
- 2- **Pay by check** payable to the **City of Belmont** for the amount listed on your application.  
There will be **NO REFUNDS**.
- 3- Exhibitors are responsible for furnishing tables, chairs, etc., for their booth. Spaces will be approximately 10' x 10'. If you need more room, you will need to pay for two spaces.
- 4- ELECTRICITY:
  - 4A-Only 110 volt/20AMP electrical outlets are available and these are limited in number therefore, they will be assigned on a first come, first serve basis as they are needed. **ALLOTMENT OF THE ELECTRICAL OUTLETS ARE AT THE SOLE DISCRETION OF THE SPONSOR.**
  - 4B-Food\Drink vendors will be allotted a maximum of 20 amps of power. (One receptacle box with 2 plug-ins.)
  - 4C-Non-food\drink vendors will be limited to a maximum of 10 amps (one receptacle or plug-in) at a fee of \$10. If more than 10 amps is needed then a charge of \$10 will be added for the extra amperage over the initial 10 amps.
- 5- Vendors will receive a letter the week prior to the event which will list all the pertinent information concerning set up and break down times. The event will begin at 11:00am and end at 5:00pm.
- 6- Those participants not set up in their booth space by 10:00am may **forfeit** their booth space.
- 7- Vendors may bring their vehicle in the park/street to close up at 5:00pm, **but not before**. If you must leave before this time you may do so, but you may not bring your vehicle into the park/street until 5:00PM.
- 8- **PARKING:** Vendors and those persons assisting with booth set up may park in the lot behind the Belmont Middle School, or behind businesses on Main Street.
- 9- **RAIN POLICY** : The event will not be re-scheduled due to a rain-out.  
NO REFUNDS DUE TO RAIN-OUT.
- 10- FIREWORKS OF ANY KIND WILL BE PROHIBITED FOR SELL OR USAGE IN THE FESTIVAL. (This includes the poppers, or snap-pops, or smoke bombs, etc.)  
ANY VENDOR WITH THESE ITEMS MAY BE ESCORTED FROM THE PARK WITHOUT A REFUND.
- 11- Only the groups/individuals that have paid for a food\drink booth may have food/drink to sell during the festival. (free items must be approved by Event Director)

- 12- Any vendor using any size of tent are not allowed to smoke or cook under it.
- 13- Tents size 12 X 12 and larger must obtain safety certification from the Belmont Fire Dept. at (704)825-0502.
- 14-The Belmont Parks & Recreation Department reserves the right to accept or refuse Vendors upon application.
- 15-The number and types of food\drink vendors permitted in the festival is under the discretion of the sponsor. The sponsor may close applications to food\drink vendors when appropriate spaces are filled.
- 16-**The Belmont Parks & Recreation reserves the right to ask any vendor to remove an item for sell or displayed that is considered inappropriate for the Festival.**
- 17-The vendor's signature on the application signifies your agreement to the above guidelines.