



Hosted by The Fayetteville Downtown Alliance

VENDOR APPLICATION

Arts & Crafts Vendors

- 10 x 10 space
- original items hand-crafted by the exhibitor
- authentic antiques (NO REPRODUCTIONS)
- original visual art, photography, graphics, fabric art
- hand-crafted originals in wood, leather, metal
- hand made pottery, sculpture and ceramics
- hand woven baskets (NO KITS)
- hand made jewelry

Exhibitors are encouraged to demonstrate their craft.

Commercial Vendors

- 10 x 10 space
- commercial information
- manufactured crafts and products
- buy/sell items (no CD, DVD, VHS, etc.)

Non-Profit Information

- 10 x 10 space
- Non-profits who are not selling items
- Non-profits who are giving away materials describing their services

Food Vendors

- 20 x 20 space
- All food vendors must have an approved fire extinguisher. Food vendors cooking with animal or saturated fats must have a Class K fire extinguisher. The Fayetteville Fire Department will make final decisions on approval of all fire extinguishers.
- **Soft drinks and other non-alcoholic beverages may be sold by vendors. FDTA reserves the right to name an official soft drink. If accepted, you will be notified of any soft drink restrictions.**
- You must attach menu (including beverages) with prices to your application and will only be allowed to sell the items on that menu. **Menu with prices MUST be listed in booth.**
- We ask that food vendors offer a significant discount to city employees that are in uniform and on duty (police, EMT, Fire, Rescue, Sanitation, etc.).
- Direct water hookup will be provided; you must furnish all your own food grade hoses.
- Gray water disposal containers will also be provided (you must provide your own hose). Vendors may have to share disposal container. **NO GREASE IS TO BE DUMPED INTO CONTAINERS. ANY VENDOR SEEN DUMPING GREASE INTO CONTAINER WILL PAY A PENALTY OF \$200 AND WILL NOT BE ALLOWED TO PARTICIPATE IN THIS EVENT AGAIN.**

- **NOTHING** IS TO BE POURED INTO STREET, STORM DRAIN OR ON SIDEWALK. All Food Vendors must abide by NC Health guidelines and will be inspected prior to opening. For more information contact Cumberland County Health Department at 910-433-3660

Electricity

- Electrical hookups are available for all food vendors for a fee. We will provide a technician for hookup but the vendors must supply their own drop cords (minimum 25').
- YOU MUST DETAIL YOUR EQUIPMENT AND SPECIFY YOUR VOLTAGE AND AMP.

General Vendor Information

All Vendors **MUST:**

- Complete and sign application including payment by check or money order made payable to "The Fayetteville Downtown Alliance"
- Include self-addressed stamped envelope with application (#10 envelope stamped with \$.43)
- **All vendors must provide a list of their items, photos and price range (photos cannot be returned). Vendors will not be allowed to sell items not listed with their application.**
- Provide booth supplies (canopy, tables, chairs, etc.)
- Be responsible for their own insurance policies
- Be responsible for collecting and reporting any applicable taxes (local, state and federal)
- Arts & crafts and commercial vendors CANNOT SELL FOOD OR BEVERAGE.
- Vendors will be notified by mail of acceptance into the celebration. FEES ARE NON-REFUNDABLE ONCE A VENDOR HAS BEEN ACCEPTED. The celebration's committee reserves the right to reject applications and return booth fees.
- All dimensions are OUTSIDE dimensions. Booths will only be sold in the dimensions listed but you may purchase multiple spaces.
- This celebration is located outside in downtown Fayetteville and is a rain or shine event.
- All vendor booths should be attractive from all sides and not distract from the booth next to you.
- Spaces will be assigned by the committee and will be released at check-in the morning of celebration.
- Check-in time, directions to the event and sign-in location will be provided once your application has been approved.
- Non-profits MUST provide documentation of 501 status with application and payment must be on corporate check.
- Non-profit vendors may not sell any goods or services and may not give away any beverages or food. Non-Profit booths may be sponsored by a private company unless in conflict with a FDTA exclusive sponsor – call if you have questions.
- Hours of vending for arts & crafts, commercial and non-profit vendors are from 10 am - 3 pm.
- Applications will be processed by May 18, 2009. Approvals and denials will be mailed shortly after.

The Fayetteville Downtown Alliance reserves the right to provide exclusive vending privileges to event sponsors.

NO ANIMALS ALLOWED

Vendor Application Check List

(Applicants please complete this part)

Incomplete applications will be returned

- _____ Completed and signed application
- _____ Payment
- _____ Self-addressed stamped envelope
- _____ List of items
- _____ Photos
- _____ Price list
- _____ List of equipment to be used including voltage and amp

For More Information Contact: Hubert Bullard, Vendor Chair (843)385-5180

This form with payment must be received in our office by **05/01/2010**
 The Fayetteville Downtown Alliance, 222 Hay St, Fayetteville, NC 28301 910-222-3382

Business Name _____ Contact Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone (H) _____ (W) _____ (C) _____
 E-Mail _____

| | Member | Non Member |
|------------------------------------|-----------------------|-----------------------|
| Arts & Crafts Vendors | _____ x \$60 = _____ | _____ x \$85 = _____ |
| Commercial Vendors | _____ x \$85 = _____ | _____ x \$110 = _____ |
| Food Vendors | _____ x \$110 = _____ | _____ x \$135 = _____ |
| Non-Profit Food Vendors | _____ x \$110 = _____ | _____ x \$135 = _____ |
| Non-Profit Information | _____ x \$25 = _____ | _____ x \$35 = _____ |
| Electricity _____ Volts _____ AMPS | \$25 = _____ | \$25 = _____ |

TOTAL ENCLOSED \$ _____

\$25 FEE FOR RETURNED CHECKS

Hold harmless agreement: The undersigned agrees to protect, defend, indemnify and hold The Fayetteville Downtown Alliance, Inc., the City of Fayetteville, the County of Cumberland, its officers, employees and agents free and harmless from any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every character in connection with or arising directly or indirectly out of this agreement and/or response to, provide defense for and defend any such claims, etc. at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc) is groundless, false or fraudulent.

Signature _____ Date _____