



Yam Festival Vendor Application - 2022

Festival Theme is “Back to the Future”

The 51st Annual NC Yam Festival will once again be held in historic downtown Tabor City, NC! We strive to present a fun, family-oriented, quality festival. Please read all the rules and guidelines to ensure a fun and safe day for all.

<u>Vendor or Fee Type</u>	<u>Booth Size</u>	<u>Fee</u>
Food Vendor (spaces are limited by items sold)	10x10	\$150.00
Retail	10x10	\$100.00
Artesian/Crafters	10x10	\$60.00
Exhibit/Information Booth	10x10	\$50.00
Direct Sales	10x10	\$75.00
Non-Profit	10x10	\$40.00
* ADD ON ELECTRIC	(per every 2 plugs used)	\$10.00
* ADD ON WATER		\$10.00
**Returned Check Fee		\$35.00

Notes: All fees are non-refundable...Rain or Shine. Approval of all booths will be based upon space availability and at the discretion of the Festival Committee.

BOOTH HOURS

Friday:	October 21	4:00 p.m. (Food Vendors)
Inspection-Food Vendors:	October 21	5:30 p.m. (Columbus County Health Dept & Tabor City Fire Chief)
Saturday:	October 22	5:00 a.m. Food Vendors / 6:00 a.m. All Other Vendors
Inspection - Food Vendors:	October 22	5:00 a.m. - 8:00 a.m. (Columbus County Health Dept. & TC Fire Chief)
Inspection All Other Vendors:	October 22	9:00 a.m. (Committee Chair and NC Yam Festival President)
Show Hours:	October 22	10:00 a.m.—5:00 p.m.

GENERAL INFORMATION

- Each vendor is responsible for his or her displays and booth necessities (i.e. tent, tables, extension cords, etc).
- **We reserve the right to refuse ANY items or materials that could be viewed as potentially harmful or offensive as we strive to maintain a family environment.**
- This year your booth will be assigned a number, which will come out mid-October.
- Registration forms will not be accepted without payment attached. Please note that NO FOOD VENDOR ENTRIES will be accepted after the September 30, 2022 deadline. All other vendor deadlines will be October 19, 2022.

FOOD VENDORS

- Food Vendors will incur a fee of \$150 per booth. There is an additional charge of \$10.00 per electrical hookup and \$10.00 per water hookup. If possible, please provide for your own electrical needs via generator due to the limited electrical hookups available. Electric hookup is limited to 2 appliances. You will need to purchase enough electrical hookups for all appliances.
- A Temporary Food Service Permit is required by the county and will cost \$75.00. (It is very important that you make sure you contact the Columbus County Health Department and adhere to their guidelines as it pertains to fees, deadlines, and more.) Please note that applications close at the Columbus County Health Department (15) days prior to the event and no less than (3) days for substitute vendors.
- A Food Vendor Permit & Inspection are required by the Town of Tabor City at a cost of \$25. Vendor MUST contact Tabor City Fire Department’s Chief at 910-840-4690 (cell) or 910-653-4160 (office) no later than Monday, October 17, 2022.
- Cut Off for Food Vendors applications is September 30, 2022.
- We ask that vendors are completely set up and vehicles moved from vendor area no later by 8 a.m. on the morning of the event.
- Vendors may request to set up on Friday night by talking to Michelle Dudney, the food vendor chair, for approval.

RETAIL/NOVELTY

- Vendors will incur a fee of \$100 per booth.
- Move in starts at 6 a.m. and vendors must be set up and ready for inspection by 9 a.m.

ARTISAN/CRAFTERS

- Vendors will incur a fee of \$60.00 per booth.
- To be classified in this group, items must be handcrafted by the vendor. Vendors **MUST** submit photo with their application.
- All merchandise must be listed with price information on application.
- Move in starts at 6am, and vendors must be ready set up and ready for inspection by 9am.

DIRECT SALES

- Vendors will incur a fee of \$75.00 per booth.
- Booths may not be shared.
- Limited to one representative per Direct Sales Company.
- Vendors must submit Sales Company set up approval with application.
- Move in starts at 6am. Vendors must be set up and ready for inspection by 9am.

EXHIBIT / INFORMATION BOOTH

- Exhibit and Information booths are for vendors who wish to hand out information or set up a display. These booths incur a fee of \$50.00. Vendors may not sell anything from these booths.
- Please provide information on your display and items you are passing out on application.
- Move in starts at 6 a.m. Vendors must be set up and ready for inspection by 9 a.m.

NON-PROFIT BOOTH

- Non-Profit vendors will incur a fee of \$40 per booth.
- Bake sale items are permitted at these booths.
- You must submit proof that you are a non-profit entity (501c3, etc.). Necessary documentation of non-profit status **MUST** be provided with your application.
- **If a non-profit vendor cooks on-site, they will be considered a food vendor and incur a fee of \$150 for a 10x10 booth. Vendors must also contact the Environmental Health Specialist at the Columbus County Department of Health by calling 910-640-6617 regarding the temporary service food permit guidelines and rules as they pertain to non-profits.**

SWEET POTATO BOOTH

- **These booths are limited sponsored booths that incur no charge for the vendor. As such the vendor **MUST** adhere to the rules.**
- **Vendors of these booths must sell sweet potato products only (i. e. baked goods, foods, crafts, candles).**

Important Information:

Yam Festival Food Chair: Michelle Dudney, mdudney@carolinainsurers.net

Yam Festival Craft & All Other Booths: Miranda Thompkins, 910-840-0567 (cell) mirandathompkins@yahoo.com

Yam Festival President: Joe Small, 910-640-7874 (cell) josephsmall0@yahoo.com

Yam Festival Manager: Cynthia Nelson, 910-377-3248 (office) 910-840-0292 (cell), ncyamfest@gmail.com



“You’re in for a Yam Good Time”

Vendor Application

- **All Fees are NON-REFUNDABLE!**
- **Signing this form is your acknowledgement of agreement to adhere to this policy.**

Company/Vendor Name: _____

Contact Person’s name: _____

Street address: _____

City, State, Zip: _____

Phone #: _____ Email: _____

****Must List Items to be sold along with prices on the lines below****
(Attach a photo of booth setup if possible)

Type of Vendor: _____ # of Spaces: _____

Electrical Power needed (additional \$20 fee applies per every 2 plugs used): Yes ___ No___ (110V ___ or 220V ___)

Water needed (additional \$20 fee applies): Yes___ or No___

How did you hear about our festival? _____ **Total Enclosed: \$** _____

Signature: _____ Printed Name: _____ Date: _____

Return application with payment to:

NC Yam Festival

Attn: Food Vendor, Craft and Novelties, or Exhibit Chairperson (*select appropriate one & write on envelope*)

P.O. Box 725

Tabor City, N.C. 28463

For NC Yam Festival Use Only

Type of Payment Received:

Cash \$ _____ **Check \$** _____ **Check #** _____ **Money Order \$** _____

Received By: _____ **Date:** _____

