



The Southern Pines Business Association

Invites you to exhibit at the annual

Springfest

An Annual Celebration of Art, Fine Craft and Community

Saturday, April 29, 2017

In historic downtown Southern Pines, North Carolina

SUBMISSION GUIDELINES for Concession Booths

Please read the following information and rules carefully before completing the application.

CRITERIA: If accepted as a concession vendor, the following requirements are:

1. Meet health/sanitation requirements according to G.S. 130A-250(7)
2. Pass inspection by the Moore County Health Department and return the Application for Temporary Food Service to Moore County Health Department by **specified date in acceptance letter**.
3. Pass Fire Department inspection codes before opening at the festival.
4. Post menu prices for public on day of event.

APPLYING: 1. ALL applicants must send menu with prices with completed application and money order or check payable to Springfest. Confirmation will be sent by email.

Juried selection of 2017 Springfest Concession vendors will be made by the Springfest Committee. Due to the increased number of applications, returning vendors from previous years can no longer be granted automatic acceptance to the festival.

DISPLAY SPACE: 1. Concession space size is 15 "wide x 10" deep and is located on the paved streets of the Town of Southern Pines. If that space will not accommodate your trailer, you will need an additional space.
2. All concessions must furnish their own water and generator if needed. Concessionaires are expected to leave their space as clean as possible.

FESTIVAL HOURS: **Set-up time:** 5:30AM to 9:00AM on the day of the show. **Show hours:** 10AM to 4PM. All vehicles must be removed from the streets by 9:15AM. Breakdown will not be permitted until the close of the show at 4PM.

FEES: \$130.00 per space – maximum of three (3) adjoining spaces per concession.
\$ 25.00 Insufficient check fee
Booth fee is non-refundable after cancellation date.
There is no refund in care of rain. There is no rain date.

CANCELLATIONS: **There will be a \$20.00 processing fee on cancellations received prior to March 31, 2017. There are no refunds on cancellations received after March 31, 2017.**

CALENDAR:

March 15	Entry Deadline
March 31	Cancellation date – last day to receive refunds
April 15	Information packet, space assignment & street map mailed to exhibitors



SPRINGFEST
April 29, 2017
CONCESSION APPLICATION
Return with money order or check payable to
Springfest, PO Box 831, Southern Pines, NC 28388

PLEASE PRINT LEGIBLY.

Name _____ Phone () _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email address _____

Website _____

Menu with prices enclosed _____

Tent _____

Trailer _____ If yes, size including tongue & height _____

Generator _____

Menu Prices posted on day of event _____

I would like _____ space(s). Amount enclosed _____

____ I understand it is the right of the Springfest Committee to deny any applicant, even if they have previously participated in the Festival.

____ I understand and agree to abide by the Submission Guidelines.

____ I understand my signature constitutes release of the Springfest Committee and all sponsors from liability for loss or injury.

Signed _____ Date _____