Seaboard Festival Rules and Information
Saturday, October 29, 2011 9:00 a.m.- 5:00 p.m.
Main Street, Hamlet, NC Phone: (910) 557-5570
Website: www.hamletnc.us E-Mail: seaboardfestival@yahoo.com

Space Description

Booth spaces are 16 ft wide and 12 ft deep. Vendors with trailers (total length including trailer tongue) that exceed 16 ft must purchase additional spaces. This also applies to those with tents or displays that exceed 16 ft x 12 ft. Electricity ($20/space) and water are available with advanced request. Water users bring your own containers. Those requiring more space than 2 electrical connections must have your power source pre-approved by the Festival Board. All electrical cords must be GFCI (3 prong). A photograph of the booth and all merchandise must be provided with application.

Booths

Booths must be set up and all vehicles off the street by 8:30 a.m. Booths must be open and attended from 9:00 a.m.-5:00 p.m. (no early closing). If you need help, check with a Festival Director in your section. Booths must close promptly at 5:00 p.m. and the street cleared as soon as possible. Directions for entering Main Street and the parking areas will be provided in your confirmation letter. ***Specific location requests will be considered, however, the Festival Board reserves the right to place vendors and displays to the best interest of the overall Festival.***

- **Crafts**: All items must be handmade or in some way personalized by the craft person. Please list all items to be sold.
- **Commercial**: The festival offers booths for commercially manufactured resale items.
- **Food/Beverage**: Please specify food and/or drinks to be sold. Application fees will be returned if any request is denied. No pre-packaged, commercial food items are to be sold. Booth spaces for food sales are the same size as the craft and commercial spaces. ***Limit 1 microwave per space***. Please post a sign: "Microwave in Use". All food handlers must wear plastic gloves. All cooked food must be well done. PRICES MUST BE POSTED FOR THE PUBLIC!
- Food vendors emptying grease into the city's drains will be billed for the cost of unclogging the drains and will not be allowed to return to the festival. All food vendors must adhere to the current health codes. An application must be filled out and fee remitted to Victoria Hudson, Environmental Health, Richmond County Health Dept. (910) 997-8300 ext. 8320. Non-profit organizations will receive a refund from the health department.
- **Rides/Amusements**: Please provide the festival with certificates of Liability Insurance holding the Seaboard Festival Day, Inc., harmless in the event of an accident.

FEES FOR ALL BOOTHS MUST ACCOMPANY APPLICATION.
(NON-PROFITS MUST PAY WITH AN ORGANIZATIONAL CHECK).

Non-profit organization (no sales)	$35	Commercial Vendor	$100
Non-profit with sales (excluding food)	$50	Commercial Food	$200
Non-profit with food sales	$100	Rides/Amusements	20%
Craftsperson	$50		

APPLICATION DUE BY SEPTEMBER 1, 2011
Applications received after September 1, add a **$25 LATE FEE**.
Assignments and Confirmations will be mailed by October 1, 2011.
Mail applications to:
Seaboard Festival, P.O.B. 132, Hamlet, NC 28345.

NO REFUNDS NO RAIN DATE

Prohibited:

Raffles/Games of Chance, knives, stink bombs, marshmallow guns, projectile items, poppers, play cigarettes, silly string, skateboards/inline skates, scooters, bicycles. No alcoholic beverages. No animals of any kind may be brought by the public or vendors. Microphones will not be used except on stages by festival entertainers.

ANY ITEMS DEEMED OFFENSIVE BY THE FESTIVAL BOARD WILL BE REMOVED!

29th Annual Seaboard Festival Day Application

Saturday, October 29, 2011 9:00 a.m. – 5:00 p.m.
P.O.B. 132
Hamlet, NC 28345
(910) 557-5570

Website: www.hamletnc.us ***E-mail***: seaboardfestival@yahoo.com

Name of Organization/Business: _____
Contact Person : _____ Phone: ( ) _____
Address: _____ E-mail: _____
City, State, Zip: _____

Category: (please check one): Craftperson/$50 ____ Commercial Resale/$100 ____
Commercial Food/$200 ____ Rides/Amusements: ____

NON-PROFITS: (Must send organizational check): NP (No Sales)/$35 ____
NP(sales excluding food products)/$50 ____ NP(with food product sales)/$100 ____

FINAL DECISION REGARDING CATEGORY WILL BE MADE BY THE FESTIVAL BOARD AND ALL DECISIONS WILL BE FINAL.

Location: Indicate number of spaces needed: (including the length of the trailer hitch)
16 ft. x 12 ft space/s ____ Do you need: **Water access**? Yes/No (bring containers)
Electricity: Yes/No (Add $20 per space) List each appliance and # of amps required:

List all crafts, foods or commercial items you sell. (A photo must be sent with your application. No photos returned.)

NO REFUNDS ***NO RAIN DATE*** _____ # of spaces x registration fee: _____
APPLICATION **DEADLINE SEPT. 1, 2011** Electricity: _____
Note, ***late fee is $25 after the deadline*** Late fee: _____
TOTAL ENCLOSED: _____

Signing below indicates you have READ and agree to the Festival Rules:

Sign: _____ Date: _____

Festival use: Date received: Electricity: Water:
Fee Received: check #:

Assigned Space #: