

TOWN OF CATAWBA – VENDOR APPLICATION

Vendor Guidelines

- Booth spaces are 12ft.X12ft. If you need more space, you may purchase an additional booth space. Maximum number of spaces will be 2 per vendor. **These spots are on a first come, first serve basis.**
- Vendors are responsible for furnishing their own tents, tables, chairs, **power** etc.
- Tents **must be tethered or weighted down** to prevent being blown over by wind.
- In the event of inclement weather, no refunds will be issued.
- Check in areas will be located at barricades at either end of town.
- PROHIBITED ITEMS for sell or usage: fireworks (poppers, snap-pops, smoke bombs, etc.) silly string, weapons (swords, knives, guns, etc.). Vendors with these items will be asked to leave the event.
- Only food/drink vendors are allowed to sell or give away food or beverages.
- Catawba County requires food vendors to have fire extinguishers. This must be provided by the vendor. The Town will not provide these.
- Food/drink vendors must obtain a **Temporary Food Establishment Permit from the Catawba County Public Health Department**. You will need to call the **Catawba County Public Health Department** to find out necessary requirements, if any at (828-465-8270).
- Businesses selling intimacy items are discouraged.
- The Town of Catawba reserves the right to remove any item(s) for sale or display that are considered inappropriate.
- The Town of Catawba reserves the right to accept or refuse vendors, including the day of the event.
- Requests are not guaranteed; however, we will try our best to honor them.

Vendor Fees are as follows:

Non-Profit - \$25

General Vendor - \$50

Food/Beverage Vendor - \$75 Food/Beverage

Vendor, 2 Spots - \$150



Town of Catawba Attention:

DTAC Mail Applications and

Payments to:

PO Box 70, Catawba, NC 28609

828-241-2215

Vendor Initials: _____



TOWN OF CATAWBA

Vendor Application

Name: _____ Organization: _____
 Address: _____ City: _____ State: _____ Zip Code: _____
 Phone: _____ Email Address: _____

Vendor Description

Please select which events you are interested in, and a brief description of your business below. Please be specific so we can make any accommodations prior to the event.

Description of business: _____

_____ **Food Vendor:** _____
 Food Tent _____ Food Trailer _____ Do you have a generator? (yes or no) _____
 Overall Length of Trailer _____

_____ **April 27th** - Cruise-IN & Car Show – 3pm-9pm (Vendor setup begins at 1pm) _____

_____ **June 1st** – Juneteenth at Hunsucker Park _____

_____ **October 26th** – Treats In The Streets – 6pm – 8pm (Trunks/Vendors Setup at 4pm) _____

_____ **November 9th** – Veterans Festival & Parade – 10am-4pm (Vendors Setup at 8am) _____

_____ **December 7th** – A Small Town Tree Lighting – 4pm-8pm (Vendors Setup at 3pm) _____

Number of booths: _____ (cash or check)

I, _____ have read and understand the Vendor Guidelines for the Town of Catawba and agree to uphold them. I understand that if I (or anyone in the group I am representing) fails to follow these guidelines, I will forfeit my booth, space, application fee and admittance to future events.

This agreement is made upon the express condition that the Town of Catawba, it's agents, and employees shall be free from all liabilities and claims for damages and/or suits for or by reason, of any injury or death, to any person, or property of the permittee, its agents, or employees, or third parties. The permittee hereby covenants and agrees to indemnify, defend, save, and hold harmless, the Town of Catawba, its agents, employees, from all liabilities, charges, expenses, and costs, on account of or by reason of, any such injuries, deaths, liabilities, claims, suits, or losses, however occurring or damages growing out of the same.

Vendor Signature: _____ **Date:** _____

For office use only:

Date received: _____ **By:** _____

Cash Amount: _____ **Check Amount/Number:** _____

Vendor Initials: _____