



South Carolina Cornbread Festival  
2965 North Main Street, Columbia, SC 29201

Ncba.info@gmail.com

T: (803) 900-2664

W: [www.northcola.org](http://www.northcola.org)

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## South Carolina Cornbread Festival

### Vendor Application

March 23, 2019 11:00am – 6:00pm

**Completed applications with payment must be received no later than *March 16, 2019***

*Indicate your responses by typing or printing clearly. Booth space will be assigned on a priority basis as applications are received. Please select all that apply. Additionally, Business Booth rental is free to NCBA members.*

Arts/Crafts: \$100

Electricity: \$100

Business Booth: \$150

Non-profit groups/organizations\*: \$35

Food: \$300

**\*(501©3 status certification required with application)**

Food Truck: \$350

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Contact/Name \_\_\_\_\_.

Business/Organization Name \_\_\_\_\_.

Mailing Address \_\_\_\_\_.

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_.

Email Address: \_\_\_\_\_.

Phone Number(s) \_\_\_\_\_.

Food Items for sale \_\_\_\_\_.

Craft Items for sale \_\_\_\_\_.

Do you require electricity: Yes  No  If yes, how many amps \_\_\_\_\_.

Please make cashier's check or money orders payable to "NCBA"

**Personal or business checks will be returned.**

Mail to:

North Columbia Business Association  
2965 North Main Columbia 29201

## Event Guidelines

### **FAILURE TO COMPLY WITH THE FOLLOWING WILL RESULT IN TERMINATION OF PRIVILEGES!**

1. Vendors are responsible for collection of sales tax on items sold. Furthermore, vendors are responsible for any applicable federal, state and local taxes due on sales. **Hospitality tax must be paid to the City of Columbia for all food/beverage sales.** Appropriate license must be displayed during event. All vendors must submit proof of insurance when submitting applications. **Applications without insurance certificate OR APPLICANTS THAT HAVE NOT PAID HOSPITALITY TAXES FROM LAST YEAR** will not be processed. If you are in need of insurance for the Festival, you have the option to purchase insurance from the following website: [www.insurance4exhibitors.com](http://www.insurance4exhibitors.com).

2. There is a very limited number of spaces for vendors. All applications must be approved. All applications will be date stamped and location assigned. Vendors should also provide a menu with prices and a photograph of their setup. All decisions are final.

3. Set up time is from **6:00am until 9:00am** on the morning of the Festival. Booths must be ready at 9:30am for business. **Any vendor that arrives after 9:00am will be considered late, you will not be able to setup and there will be NO REFUNDS.** Location of event: North Main Street Columbia SC 29201

4. ELECTRICITY WILL BE PROVIDED ON AN EXTREMELY LIMITED BASIS. NO GUARANTEES!! FIRST COME, FIRST SERVE. PROPANE IS THE ONLY ACCEPTABLE FORM OF POWER. NO REFILLS. GENERATORS WILL NOT BE ALLOWED PER THE COLUMBIA FIRE MARSHAL. You will be escorted off the property if you do not meet these requirements.

5. Vendor to supply all booth elements including table and chairs. You are encouraged to bring canopies, tents and umbrellas. All tents must be properly anchored with 50 pounds of weight per leg. Food vendors must also supply their own extension cords. **NO EXCEPTIONS.**

6. All food vendors are required to cover their table with a cloth or plastic table cloths.

7. No food items are allowed to be sold from craft booths. All items must be handcrafted by vendor applying for booth space.

We reserve the right to expel any vendor not in compliance and vendor will forfeit application fee. All homemade canned goods must be packaged and sealed.

**8. THE SALE OF BEVERAGES BY VENDORS IS STRICTLY PROHIBITED. BEVERAGES WILL ONLY BE SOLD BY NCBA.**

9. All vendors must meet DHEC and Fire Marshal codes, including fire extinguishers AND hand washing/sanitation stations.

10. There will be **NO REFUNDS** in the event of inclement weather. There will be **NO REFUNDS** for vendor cancellation under any circumstances and/or if you do not meet the DHEC and Fire Marshal codes. The Festival will be held RAIN or SHINE.

11. **Festival hours are from 11:00am until 7:00pm. All booths must be manned during the entire event. Vendors are NOT allowed to leave until the festival is over. NO EXCEPTIONS. You will not be allowed to participate in the festival in the future.**

12. You are only allowed to sell the products that we approve. No application will be approved or processed after March 16, 2019

**General Release:**

The undersigned does hereby release, acquit, and forever discharge the North Columbia Business Association, its agents, its representatives, its employees, or contracted staff, of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity from any loss or damage of any nature of description, known or unknown, in any way relating to the undersigned participation in the Columbia, SC North Columbia Business Association.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Print Name Clearly \_\_\_\_\_

**FOR SOUTH CAROLINA RETAIL LICENSE-CONTACT**

**SC DEPARTMENT OF REVENUE**

**REGISTRATION UNIT**

**COLUMBIA, SC 29214-0140**

**PHONE: 803-898-5872**