

Newberry Juneteenth: Celebrate Freedom Saturday, June 18, 2022 –10:00AM-4:00PM
Main Street Vendor Information & Application

- **SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE A SPACE.**

QUALIFICATIONS:

- All Newberry Juneteenth Vendors are subjected to a jury process, these booth spaces are \$50.00. Those interested in consideration will be considered upon completion of the application and \$50.00 payment submitted to Parks and Recreation.
- Vendor Booths are only available to the following organizations:
 - **Businesses that are based in or have a direct connection to Newberry County, whether by service or affiliation.**
 - **Faith Centers & Organizations**
- The event reserves the right to reject applications that do not meet the values or standards of the event. This would be for the sale or distribution or display of items that are of poor quality, inappropriate, or offensive nature. Our goal is to provide a quality experience for the vendor and patrons. Rejected applications will be returned with payment.
- Main St. Booths are for vendors to house sales of their product, and/or organizations to distribute community information, host bake sales, fundraise, etc. Vendors should provide an adequate description of their product. **At least 2 different images, sample of work, or website address where work can be viewed are required to be included with this application for judging. Any printed photos submitted will not be returned.**
 - Main St. Booths MAY NOT use their booth space for the sale of on or off-site cooked hot foods or foods that are considered Time/Temperature Control for Safety Foods per SCDHEC regulation 61-25 (<https://scdhec.gov/food-safety-timetemperature-control-safety-tcs-food>).
Those interested in on-site cooking should consult our Food Court Vendor Application.

BOOTH SPACES:

- **Limited booth spaces are available (30 total). Spaces are available on a first-come-first served basis after invitation from the vendor committee. Spaces are 10x10 in size.**
- Spaces will be allotted one space per vendor. Spaces are \$50.00
- Spaces are located on between the 1200 and 1500 blocks of Main Street.
- **Electricity is not available.**
- We cannot assist with booth setup. Please make the necessary preparations to set up your booth.
- All vendors should supply their own tables and chairs.

TAXES & LICENSES: Vendors are responsible for collecting and reporting SC sales tax as required by law. Vendors are also responsible for obtaining a proper SC license from SCDOR as applies.

NO BOOTH WILL BE ACCEPTED WITHOUT THE COMPLETED FORM, PAYMENT AND DOCUMENTS ATTACHED TO THIS PAGE. BOOTH SPACES WILL NOT BE ASSIGNED UNTIL APPLICATION AND PAYMENTS ARE RECEIVED.

Approved vendors will be mailed a welcome packet including a map with their booth location, parking pass, and vendor guidelines one month prior to the event.

Set-Up: 8:00am-9:30am

***Break Down: 3:00pm-4:00pm**

*Vendors are asked to remain open until the official breakdown period or be subject to application rejection for future City of Newberry events. (Any vendor trying to enter event space after 9:30 will not be granted entry, and the application fee will not be refunded)

Application and payment must be returned by May 6 at 5pm.

Applications are accepted until spaces are filled.

NOTICE: City of Newberry Parks, Recreation, and Tourism reserves the right to ACCEPT or REJECT any application. We also reserve the right to remove any vendor that does not follow the vendor policies established for this event (see additional document). City of Newberry, Parks, Recreation, & Tourism: (803) 321-1015

Please keep this page for your records.

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NO BOOTH WILL BE ACCEPTED WITHOUT THE COMPLETED FORM, APPLICATION FEE, AND DOCUMENTS ATTACHED TO THIS PAGE. BOOTH SPACES WILL NOT BE ASSIGNED UNTIL THE APPLICATION AND FEE ARE RECEIVED.

- ➔ Organization/Booth Name: _____
- ➔ Contact Name: _____
- ➔ Mailing Address: _____ PO Box: _____
- ➔ City: _____ State: _____ Zip: _____
- ➔ Telephone: (H) _____ (W) _____ (M) _____
- ➔ Primary Email: _____
- ➔ Website: _____
- ➔ CIRCLE your Category of Organization based on booth qualifications:
NEWBERRY BASED **NEWBERRY BASED ORGANIZATION**
- ➔ WRITE Purpose of Booth & Description of Products your booth intends to sell or distribute:

(This description will be used when presenting your application to the committee. If needed, please attach an additional document.)

<p>MAIN ST Booth Space</p> <p><u>I understand that Tents ARE NOT provided for these spaces and that I am REQUIRED to bring my own 10x10 tent plus 40lbs of weights to keep said tent in place should there be winds or other inclement weather.</u></p> <p>INITIAL HERE: _____</p>	<p>FOR OFFICE USE ONLY:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 5px;"> DATE RECEIVED: _____ </td> <td style="width: 50%; padding: 5px;"> APPROVED: _ </td> </tr> <tr> <td style="border-right: 1px solid black; padding: 5px;"> DATE NOTIFIED: _____ </td> <td style="padding: 5px;"> DENIED: ____ </td> </tr> </table>	DATE RECEIVED: _____	APPROVED: _	DATE NOTIFIED: _____	DENIED: ____
DATE RECEIVED: _____	APPROVED: _				
DATE NOTIFIED: _____	DENIED: ____				

(FOR OFFICE USE ONLY: DATE RECEIVED: _____ CASH _____ CREDIT _____ CHECK _____)

General Release

The undersigned does hereby release, acquit, and forever discharge the City of Newberry, its agents, its representatives, its employees, or contracted staff, of and from all manner of actions, suits, damages, claims, or 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 Newberry Juneteenth event. I acknowledge that I have read all event policies and agree to adhere to them.

➔ Signature _____ Date _____

➔ Please print name clearly _____

City of Newberry Parks, Recreation, and Tourism: (803) 321-1015
Please mail the application to:
City of Newberry- Juneteenth, P.O. Box 538, Newberry, SC 29108
OR Email: bcarey@cityofnewberry.com

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COVID-19 Vendor Agreement and Acknowledgement

Due to the ongoing threat of COVID-19, all 2022 Newberry Juneteenth Vendors will be required to agree to the following policies. **Please initial and sign where indicated.**

Please initial each statement below. Vendors who violate COVID-19 policies will forfeit their vendor compliance deposit and will not be allowed to apply to be a vendor at the 2022 Newberry Juneteenth until after the regular application period has closed if space allows.

___ Vendor will require all employees/volunteers within their vendor booth to wear a face covering and utilize appropriate PPE at all times while inside festival grounds.

___ Vendor will make hand sanitizer available in a visible location for festival attendees to use at their booths.

___ Vendor will make every effort to provide contactless payment options for festival attendees.

___ Vendor will require all booth employees/volunteers to monitor their health and will not allow an employee or volunteer to work at their booth if they are exhibiting any COVID-19 symptoms to include, but not limited to: fever, shortness of breath, active cough, runny nose, sore throat, or loss of taste or smell.

___ Vendor agrees to report any sudden onset of COVID-19 symptoms in their employees/volunteers to include fever, shortness of breath, active cough, runny nose, sore throat, or loss of taste or smell during festival hours to a festival representative for further guidance. Vendors who experience COVID-19 symptoms during festival hours may be asked to quarantine in a designated area for the duration of the festival or be asked to vacate festival grounds.

___ Vendor agrees that they and/or their employees/volunteers will not attend the Newberry Juneteenth if they or anyone in their immediate households have tested positive or have come into direct contact as defined by SCDHEC for COVID-19 during the period of June 5 through June 19, 2021.

___ Vendor agrees to report all incidents of an employee or volunteer testing positive for COVID-19 within 14 days after the Newberry Juneteenth.

___ Vendor agrees to promote and enforce social distancing for customers in line at their booth or shopping inside their booth.

___ Vendor agrees to abide by all applicable SC DHEC and City of Newberry guidelines while at the 2021 Newberry Juneteenth and clean frequently touched surfaces throughout the duration of the festival.

COVID-19 VENDOR RISK ACKNOWLEDGEMENT

The vendor acknowledges that exposure to COVID-19 is an inherent risk in any public location where people are present; the Newberry Juneteenth cannot guarantee you will not be exposed during your visit. The CDC advises that older adults and people of any age who have serious underlying medical conditions may be at higher risk for severe illness from COVID-19. Vendors and attendees should evaluate their own risk in determining whether to attend. People who show no symptoms can still spread COVID-19 if they are infected; any interaction with the general public poses an elevated risk of being exposed to COVID-19. By vending at or attending the Newberry Juneteenth, you acknowledge and agree that you assume these inherent risks associated with attendance, and agree to hold the Newberry Juneteenth, City of Newberry, and its sponsors, agents, staff, and volunteers harmless. Further, should you decide not to vend or be unable to vend due to illness at the Newberry Juneteenth, no refunds for vendor space will be provided as booths are given at no charge. No funds will be issued for expenses incurred leading to the event.

Vendor Signature: _____

Date: _____

Vendor Printed Name: _____