

## **Westminster Street Fest Vendor Registration**

Vendors will be setup on Main Street Friday, April 27th and Saturday, April 28th, 2018.

### Description of Event:

- 1st Annual Westminster Street Fest - outdoor vendor fair + local businesses, activities for the children, music, and of course, food!
- Friday, April 27, 2018; 10am until 6pm. Saturday, April 28th 10-7pm (breakdown following concert).
- Free admission to the public.

### Information and Requirements:

- 10x10 booth space. Electrical outlets are available but limited - first come, first serve basis. Registration due March 2nd
- You must provide your own tables, tents, set up materials, etc.
- Setup will begin Friday April 27th at 7am. Vendors can pull their vehicle to their spot to unload but all vehicles must be moved to parking by 9:30am. We request that your booth remains active and open throughout both days of the event.
- The vendor is responsible for leaving their booth area in the condition it was originally in - no trash, leftover supplies, etc.
- Each applicant will receive a confirmation email upon receipt of their application. Vendors will be limited to have no 2 of the same type.
- This event is rain or shine.
- Please fill out registration form completely.
- Fees: Made payable to one of the listed charities. \$100 for food vendors, \$50 for crafts/small businesses. Fee is only necessary after you have received the confirmation email. Non refundable.

- Lazy Daisy Garden Club
- Westminster Rotary Club
- Grace's Closet
- Gateway Art Center
- Westminster Music Centre
- Westminster Boy Scouts
- American Legion Post 107
- American Legion Auxiliary Post 107
- Sons of the American Legion Squadron 107

\*The City does not promote or take liability for any of the above charities. Choose at your own risk.

# Westminster Street Fest Vendor Registration Form

Friday, April 27th and Saturday, April 28th, 2018

Business: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone(s): \_\_\_\_\_

**Type of Booth and Description:** Please indicate type and provide brief description.

\_\_\_\_ Small/Home Based Business

\_\_\_\_ Food

\_\_\_\_ Arts/Crafts

Please give a brief description of your products/services:

\_\_\_\_\_  
\_\_\_\_\_

**Do you require electricity?** \_\_\_\_ Yes \_\_\_\_ No

Electrical spaces are limited and reserved on a first come, first serve basis.

**Number of 10x10 Spaces Needed:** \_\_\_\_\_

Waiver:

The City of Westminster/Public Relations Committee reserves the right to refuse any vendor application. The vendor shall defend, save, and hold harmless the City of Westminster, Public Relations Committee, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability, or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, Acts of God, vandalism, or any other loss or injury, whether past, present, or future. Booths are not insured by the City of Westminster or any sponsoring agents. Exhibitors must make provisions for safeguarding of their goods. Exhibitor assumes full liability for protecting, care and maintenance of his/her property. Any vendor not holding valid liability insurance exhibits at their own risk and assumes all liability.

Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ RETURN

COMPLETED FORM BY March 2nd, 2018 by email or mail.

City of Westminster - Public Relations Committee - P.O. Box 399 Westminster, SC 29693 -  
Westminsterprcommittee@gmail.com