

APRIL 15th, 2017

Date

Application deadline - March 19th, 2017



Received _____
Amount received \$ _____
Check # _____ Cash _____
Power YES or NO \$20.00 ck# _____

Participant's Name _____ Company name _____
PRINT PRINT

Mailing Address _____

City, State, Zip _____

Home Phone _____ Cell Phone _____

E-mail Address _____
PRINT

Description of Arts/Crafts: List all items to be sold, you may NOT sell items which are not listed on the application. (Please refer to arts and crafts instruction sheet.) All items must be handcraft, NO resale or flea market items are permitted. The Azalea Festival Committee has the right to final approval and acceptance of all craft items being sold. In your items for sale, please state the type of item you make, what material is used, how long you have been doing so. This information is for local newspapers, for a personalized promotion for vendors, if time and space permits. Feel free to add another page or use the back of the application form. Absolutely no screen-printed T-shirts! (Azalea Festival T-shirt is the only official t-shirt sold.)

(PLEASE FILL OUT APPLICATION COMPLETELY BELOW. IF LEFT BLANK THE APPLICATION & PAYMENT WILL BE RETURNED.)

Attach (1) photograph of your work or display item. (Photos cannot be returned)

Booth Size (check one only please) _____ 10x10 - \$55.00 _____ 10x20 - \$80.00

Booth Access: handicapped access required? _____ NO _____ YES

Have you been a vendor at the Azalea Festival before? _____ NO _____ YES - number of years _____

Do you wish to have the same booth location from 2016 _____ NO _____ YES Booth # _____ (This cannot be guaranteed!)

POWER SOURCE - CHOOSE ONE (1) ONLY - (WEST MAIN ST ONLY) NO POWER AVAILABLE

Power - 110 volt (one outlet per booth) \$20.00 - separate check (power is first come basis) YES _____ NO _____

Generator (vendor furnish) with muffler, runs quietly. YES _____ NO _____

All electrical cords shall be compatible with the anticipated load, at minimum, 12 awg is required. UL rated for outdoor and wet location, be in good condition, secured to prevent any trip hazards, and not be placed in the public's traffic paths. No multi-plug outlets will be allowed, power strips shall be surge protected with a breaker reset and UL rated. Once power outlet requests are full, all other requests will be returned-

By my signature below I agree to abide by all decisions of the Pickens Azalea Festival Inc.. I have read and understand the Azalea Festival Arts/Crafts Instruction Sheet which accompanies this application. I acknowledge and agree that I am responsible for any loss or damage to my work or property during the festival. I also consent to the Pickens Azalea Festival Inc. utilizing my image and/or sound in promotional materials, including print, broadcast and online media. I acknowledge that if I am a food vendor I should have current liability insurance in case of an unforeseen event. I acknowledge that all liability will rest with me, as a vendor, in this festival. My application fee is enclosed. The fee for power (if applicable) is included on a separate check. I acknowledge that all fees paid are non-refundable due to inclement weather. I understand that fees can be refunded if I withdraw my application before March 19th, 2017 by email or in writing. Application deadline is March 19th, 2017.

Vendor Signature _____ Date _____

Pickens Azalea Festival Inc.* PO Box 194 * Pickens. SC *29671

864-507-0180 (Answering machine)

Website - www.pickensazaleafestival.com

E-mail pickensazaleafestival@gmail.com

For faster response

April 15th 10am - 11:00pm

THANK YOU FOR PARTICIPATING IN THE 2017 AZALEA FESTIVAL

501c3 civic nonprofit organization

ARTS & CRAFTS INSTRUCTION SHEET

33rd ANNUAL AZALEA FESTIVAL

The festival date you are applying for is Saturday April 15th, 2017. Festival hours are from 10:00am to 11:00pm. The location of the festival is Main St. (Hwy 183) Pickens, SC. This is a rain or shine event and there will be no refunds due to inclement weather. However, a refund of fees paid will be made available if you wish to withdraw your application before March 19th, 2017. **This is a firm policy. Submittal deadline is March 19th, 2017. The Azalea Festival is an alcohol & tobacco free event, by city ordinance.**

GENERAL INFORMATION:

Both set up is from 6:00AM – 9:30AM Saturday April 15th, 2017. Main St. will be closed for the event. All vendor traffic will be one way from East to West Main St. Entry to Main Street depends on your booth number as follows:

Booth numbered 100s, 200s, 300s: Travel on E. Cedar Rock St. and enter the venue by way of S. Lewis Street to Main Street. After unloading, exit at Hwy 178 (Pendleton St.) which is just beyond the courthouse.

Booth numbered 400s, 500s, 600s: Travel on to E. Cedar Rock St. and enter venue by way of Hwy 178 (Pendleton St.) to Main St. After unloading, exit by way of Garvin St. (if your booth is prior to) or S Catherine St (if your booth is past Lewis St.)

CLOSED ROADS FOR FESTIVAL:

East and West Main St. (Hwy 183,) to Catherine St., North & South Lewis St, Pendleton St, part of Ann St look for detour signs, Hwy 178 intersection and Garvin St.

PARKING:

Vendor parking is permitted behind **SOME** stores on Main St. Handicap parking is available in the courthouse parking lot off Court St (a handicapped tag **must** be displayed.) **FREE** parking is available in the county parking lot across from Hwy 178 from the Pickens County Court House. No campers or trailers are permitted in the venue area unless prior permission has been obtained from the festival committee. There is to be **NO parking** at any business which is open, are the following - **The Brick, Brock's, Ale House, Gatehouse, Pickens Pawn, & Pizza Hut. No parking on Ann St/Hwy 178 at the apartments, rescue squad building or library building lot on Catherine St.). Your vehicle could be towed, at owner's expense.** Some firms located beyond the venue boundaries may wish to permit parking for a fee. The Azalea Festival or City of Pickens will not be responsible in any way for those fees, nor will they receive any portion of those fees.

BOOTH SPACES:

The Azalea Festival designates all vendor spaces by exact measurement. All vendor displays **MUST** be confined to the designated space. Vendor displays are to be under a tent/canopy only. **Tent/canopy is to be placed BETWEEN MARK LINES** on street. **NO banners are allowed above tent/canopy. NO EXCEPTIONS.** Tent/canopy are to be secured by sandbags or blocks. Stakes are **not** allowed to be driven into the asphalt. Vendors are responsible for the condition inside and outside tent/canopy area. Boxes must be covered and no material in aisles that poses a tripping or falling hazard. A safe entry/exit is required. Booths cannot be left unattended at any time. The Azalea Festival or the City Of Pickens will **not** be held responsible for any loss or damage to display, or to the property of the vendor during the festival.

FOOD:

All food vendors must have a recent health department licensing and a certificate of liability of insurance must accompany the application for acceptance. **Vendors selling foods of any kind MUST meet all SCDHEC requirements. NO EXCEPTIONS.** There is a link to the requirements on our website pickensazaleafestival.com.

PROMOTIONS:

Vendors signing the attached application form consent to the Pickens Azalea Festival Inc. using your image and/or sound in promotional media consisting of print, broadcasting or online sources.

ART/CRAFT ITEMS:

List all items to be sold, you may NOT sell items which are not listed on the application. All items must be handcraft, NO resale or flea market items are permitted. The Azalea Festival Committee has the right to final approval and acceptance of all craft items being sold. In your items for sale, please state the type of item you make, what material is used, how long you have been doing so. This information is for local newspapers, for a personalized promotion for vendors, if time and space permits. Feel free to add another page or use the back of the application form. **Absolutely no screen-printed T-shirts! (Azalea Festival T-shirt is the only official t-shirt sold.)**
Vendors are responsible for collecting and reporting SC state sales tax.

TRASH:

Trash removal will be handed by individuals hired for the event. All cardboard boxes must be broken down and placed beside the trash cans, located throughout festival venue. No cardboard is to be placed in trash cans. We recycle. Should trash cans become full and over flow, please contact any festival committee member.

ELECTRIC POWER AND GENERATOR USE: (WEST MAIN ST. ONLY)

Vendors may choose one (1) form of power listed on the application. **The fee for an electric outlet is \$20.00. This fee must be paid by separate check. Outlet power is only available on West Main St.** It is 110 volt only, for one single outlet. Power is on a first come, first served basis. Vendor power cords must be UL rated for outdoor use and wet locations: compatible with the anticipated load, at minimum 12 AWG is required. No multi-plug outlets are allowed, and any power strips must be UL rated and surge protected with a breaker reset button. Once available power outlets are assigned to vendors, all overflow requests for power and fees will be returned to those vendors. Vendors planning to use a generator for the event must list that on the application form. The generator must be UL approved and in good running condition. Quiet running generators are preferred. The festival committee does not supply generators, power cords, barriers, tape or any other supplies needed for your booth and display. All cords must be in good condition, and secured to prevent trip hazards and be away from public traffic patterns

VENDORS SELLING OUTSIDE VENUE BOUNDARY:

Vendors selling outside the venue boundaries must obtain a city permit at city hall prior to the Saturday event. This is a city ordinance and will be regulated by the Pickens Police Department. All city permit rules apply.

INFORMATION BOOTH:

There will be an information booth located on Main Street. Any festival committee person can be of assistance.

APPLICATION FROM, REGISTRATION & ACCEPTANCE – Deadline March 19th, 2017.

THE APPLICATION MUST BE COMPLETELY FILL OUT. IF LEFT BLANK IT AND YOUR PAYMENT WILL BE RETURNED. All applications will be reviewed by the festival committee as they are received. Refund requests must be made in writing or by (email). **Please enclose the proper fees, including a separate check for the power.**

Your cancelled check is proof of acceptance into the festival. Check the festival website starting April 2nd for your location.

THIS WILL BE THE ONLY NOTIFICATION OF YOUR BOOTH NUMBER AND LOCATION YOU WILL RECEIVE.

The festival committee will not accept phone calls regarding booth numbers.

*** BOTTLED WATER * - NEW POLICY BEGINNING 2017.**

Due to the amount of bottled water be given away and sold **beyond** festival booths it is necessary to change our policy. **FREE** water will be allowed but in the amphitheater parking lot **ONLY**. Water may be **SOLD** at a booth. **NO** sales or free water will be allowed beyond a booth. This new policy will be enforce by the festival committee.

VENDOR RECEPTION-

The Azalea Festival committee will host a reception for all arts/craft vendors Saturday morning *April 15th from 7am -9am* **at THE BRICK**, located on East Main St. across from the Pickens County Court House. Light refreshments will be provided.

FESTIVAL DATE & HOURS:

Saturday April 15th

Hours 10:00AM until 11:00pm

Musical and/or promotional groups may require festival vendors remaining open until 9:00PM or later.

More importantly, **NO VEHICLE TRAFFIC WILL BE PERMITTED WITHIN THE VENUE AREA OF MAIN ST.**

So, by default any vendor owned items must be delivered to your parked vehicle by foot or dolly. No Go-carts, scooters, or motorized vehicles of any kind are permitted for this use.

PAYMENTS:

Check (s) should be made payable to **PICKENS AZALEA FESTIVAL Inc.**

Separate check for power \$20.00

MAIL APPLICATION:

Please mail application & fees to: **Pickens Azalea Festival Inc.**

P.O. Box 194

Pickens, SC 29671

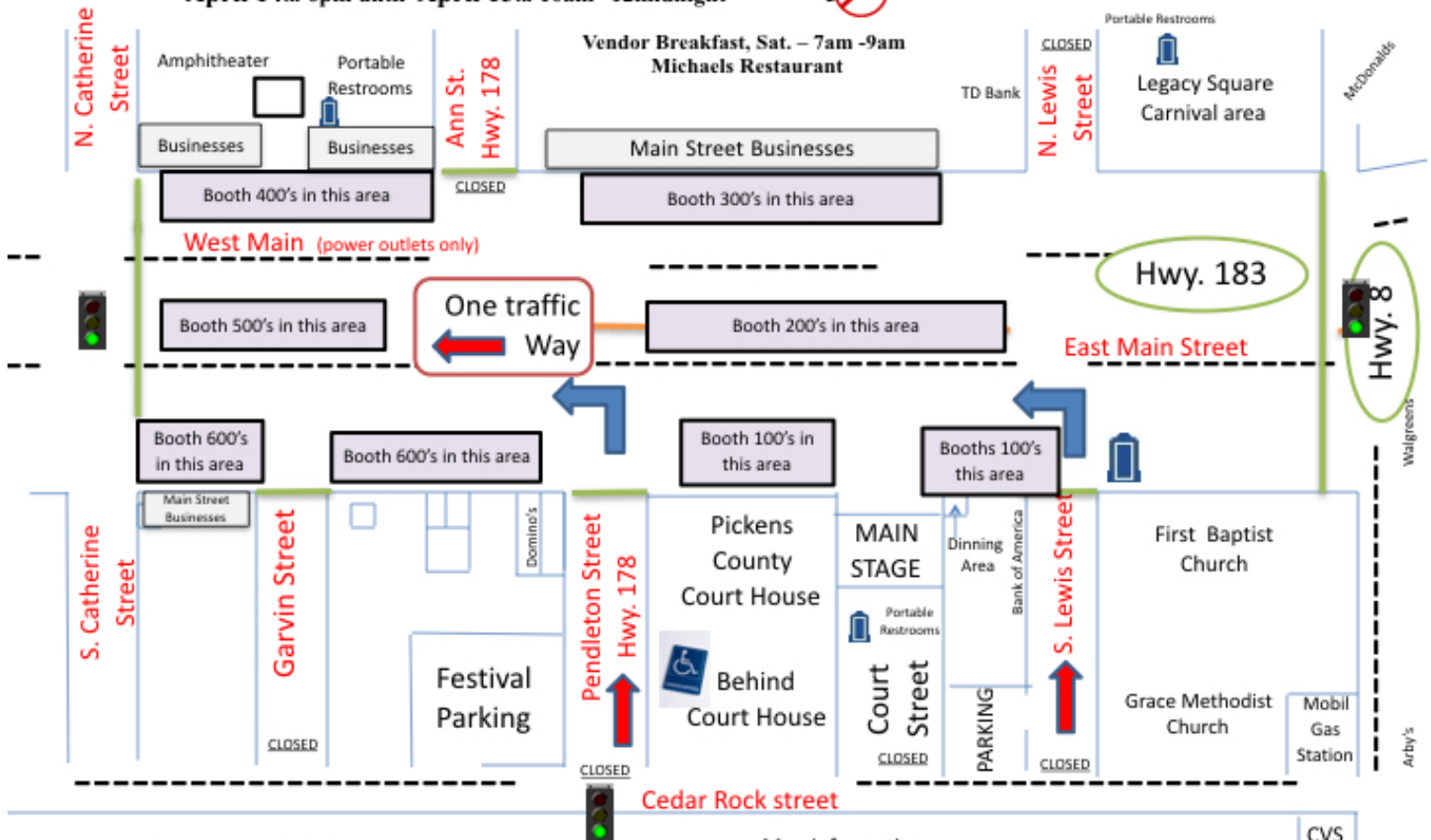
AZALEA FESTIVAL CONTACT INFORMATION:

Phone – (864) 507-0180 (answering machine)

Website – pickensazaleafestival.com

Email – pickensazaleafestival@gmail.com

2017 AZALEA FESTIVAL
April 14th 6pm until April 15th 10am- 12midnight



Booths – 100's, 200's, & 300's will need to travel onto Cedar Rock Street then ENTER at South Lewis Street on to Main Street. When you finish unloading, you will need to EXIT at Hwy 178 (Pendleton Street) just past Court House.
 Booths – 400's, 500's, & 600's will need to travel onto Cedar Rock Street and ENTER at Hwy 178 (Pendleton Street). When you finish unloading, you will need to EXIT at Garvin Street.

Map information

- Portable Restrooms
- Street Names in RED
- Hwy. in GREEN circle
- Booth sections in BLACK box
- Barricades / end of festival area

Vendor Drop In Michael's Restaurant
 Across from the Pickens County Court House
 (Sat. morning 7:00am – 9:00am)

Pickens Azalea Festival Inc.
 501c3 civic nonprofit organization