



For Office Use Only
Date Received _____
Amount received \$ _____
Check# _____ Cash _____
Booth Number# _____

Name of Company: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Cell Phone: _____

E-mail: _____

Name of application submitter: _____

BOOTH SIZES AND FEES: (Saturday only)
_____ 10x10 \$500.00 - Non-Pickens Chamber Member
_____ 10X10 \$250.00 - Current Pickens Chamber Members

ITEM DESCRIPTION:
Please see attached instruction sheet. Please list all items that will be sold at your booth.
No food is to be sold at business booths and No free bottled water will be given from booths.

POWER SOURCE: No electricity or water is available.
(Please indicate below if you are providing a generator.)
_____ YES or NO - Generator (supplied by applicant) **must be in working order and run quietly.**

I hereby acknowledge on behalf of my business, that we will abide by **all** decisions of the **Pickens Azalea Festival Inc.** I have read and understand the instruction sheet that was enclosed with this application. I acknowledge and agree that the **Pickens Azalea Festival Inc.** is not responsible for any lost, stolen or damaged property or for any bodily injury incurred at the festival. I agree to release and forever discharge and hold harmless the **Pickens Azalea Festival Board**, City of Pickens and its sponsors, from any and all manner of actions, damages or claims whatsoever arising from any loss or damage to persons or property of the undersigned while occupying the booth or when under the supervision of the **Azalea Festival**. I hereby consent to the enforcement of all rules pertaining to this event. I agree that the **Pickens Azalea Festival Inc.** reserves the right to final approval of all business products. **There will be NO tobacco or alcohol products for sale in any booth. This festival is a rain or shine event and no refunds will be available due to inclement weather.**

Applicant Signature: _____ Date: _____

Website: www.pickensazaleafestival.com E-mail: pickensazaleafestival@gmail.com
(faster response)
Festival Phone 864-507-0180 (answering machine)

PICKENS AZALEA FESTIVAL INC. * P O BOX 194 * PICKENS, SC 29671
April 15th - 10am – 11pm

COMMERCIAL BUSINESS SHEET
FOR
33rd ANNUAL PICKENS AZALEA FESTIVAL

FESTIVAL INFORMATION:

The festival date is April 15, 2017 and will run from 10:00am to 11:00pm. The festival location is Main Street (Hwy 183) Pickens, South Carolina. **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 if you wish to withdraw the application before **March 19th, 2017. This is a firm policy.** Application submittal deadline is March 19th, 2017.

GENERAL INFORMATION:

Booth set up is Saturday April 15th from 6:00 am to 9:30 am. All event traffic will be one way from East Main to West Main St. The festival runs from 10am until finish determined by festival officials. Exiting the venue before these times will be on foot or dolly only. **No vehicle traffic will be allowed in the festival area. This is an alcohol and tobacco free event, by city ordinance.**

Entry to Main Street depends on your booth number as follows:

Booths numbered 100s, 200s, 300s: Travel to Cedar Rock St. and enter venue on S. Lewis street onto Main St. After unloading at your booth exit by way of Hwy 178-Pendleton St. which is beyond the courthouse.

Booths numbered 400s, 500s, 600s: Travel on Cedar Rock St. to Hwy 178 (Pendleton St.) to Main St. After unloading exit by way of Garvin St (if booth is prior to,) or Catherine Street (if booth is beyond Garvin St.)

CLOSED ROADS FOR FESTIVAL:

The festival area includes East and West Main St. to Catherine St intersection. Beginning at Hwy 8 intersection at McDonalds, North & South Lewis St, Pendleton St, Hwy 178 intersection, Garvin st. Also parts of Ann St (look for detour signs on Hwy 178/Ann st. These streets will be closed to traffic from 6:00 pm Friday, April 14th until midnight, Saturday, April 15th. **No vehicle traffic will be allowed in the festival area listed above after set up is complete**

PARKING:

Vendor parking is permitted behind **SOME** stores on East Main St. **FREE** parking is available beside the county courthouse on East Cedar Rock St. Handicapped parking is located behind the county courthouse on Court St. and a handicapped tag **must** be displayed. No campers or trailers are permitted in the venue area unless prior permission is obtained from the festival committee. **NO** parking is permitted at any business which is open (**Gatehouse, The Brick, Brock's, Sub Zone, Pickens Pawn Shop, Pizza Hut, on Main St. Or rescue squad and the apartments on Ann St./178.**) Vehicles parked in those areas could be towed. The Azalea Festival and City of Pickens will not be held responsible if your vehicle is towed or any towing fees. Some firms located beyond festival boundaries may wish to permit parking for a fee. Neither the Azalea Festival or the City of Pickens will 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, and go **BETWEEN THE MARKED LINES.** All vendor displays **MUST** be confined to the designated space. Vendor displays are to be under a canopy/tent only. No exceptions. No large banners may be displayed above the canopy/tent. Canopy/tent will be secured (sandbags/blocks, etc.). No stakes may be driven into the asphalt. Tent/canopy is to be set up between the marked spaces on the street. Vendors are responsible for the conditions inside their booth and booths are to be manned at all times, no empty booths. Boxes must be covered and no material in aisle that may pose a tripping or falling hazard. A safe entry and exit is required. The Azalea Festival or the City of Pickens will not be held responsible for any loss or damage to display items, display or property of the vendor during the festival.

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.

ITEM LIST AND DESCRIPTIONS:

All items for sale at your booth **MUST** be listed on the application, or what your business will be selling.

No miscellaneous items, resale, or flea market items are to be sold. **The Azalea Festival committee has the right to final approval and acceptance of all items to be sold.** No Vendor display shall exceed the booth boundary. Vendors are responsible for collecting and reporting SC state sales tax.

IF THE APPLICATION IS LEFT BLANK, IT ALONG WITH YOUR PAYMENT WILL BE RETURNED. NO EXCEPTION.

*** 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.

OTHER NEEDS:

Please note what else is necessary regarding your booth space, such as handicap access.

TRASH: Trash removal will be handled by individuals hired for this venue. All cardboard boxes must be broken down and placed next to the trash cans. No cardboard of any type should be placed in trash containers. We recycle.

VENDORS SELLING OUTSIDE VENUE BOUNDARY:

Vendors who set up outside the venue boundaries described elsewhere **MUST** obtain a city permit prior to the Saturday event. This is city ordinance and will be regulated by Pickens City Police Department. All city permit rules apply.

INFORMATION BOOTH:

There will be an information booth located on Main Street. Any festival committee person will be happy to assist you.

REGISTRATION AND ACCEPTANCE:

Your canceled check is proof of acceptance into the Azalea Festival. Check the festival website pickensazaleafestival.com around April 1st, to find your name and booth number. **This will be the only notification of your booth number.** The Azalea Festival will not accept telephone calls regarding the booth numbers.

APPLICATION FORM:

Please complete the application form by legibly printing your data. In the interests of accurate advertising, this format is required. All applications will be reviewed by the festival committee as they are received. Please enclose the proper fee. Refund requests must be made before March 19th, 2017. **Refunds due to inclement weather will not be made.**

FESTIVAL CONTACT INFORMATION:

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

Website – pickensazaleafestival.com

Email – pickensazaleafestival@gmail.com

PAYMENT OPTIONS:

Checks - payable to Pickens Azalea Festival Inc.
 Mail to:
 Pickens Azalea Festival Inc.
 P.O. Box 194
 Pickens, SC 29671

FESTIVAL HOURS:

Official festival hours are from 10:00 am until 11:00pm. **NO VEHICLE TRAFFIC WILL BE PERMITTED WITHIN THE VENUE AREA OF MAIN STREET.** So, by default, all vendor owned items must be delivered to your parked vehicle on foot or by dolly. No go-carts, scooters, or motorized vehicles are permitted for this use, except official Azalea Festival or city motorized vehicles.



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)