



## Vendor Booth Guidelines

- Vendor booth fee is \$30.00 per space. No refunds, except for rejected applicants.
- Applications with checks or money orders must be received no later than August 23, 2019.
- The size of rental space will be 12'x12' and will be located on the streets of downtown Whiteville. The festival staff will assign spaces.
- The festival will be held-Rain or Shine.
- We encourage the use of tent and/or canopies; please use them.
- Check-in will begin at 7:30 am Saturday, September 7, 2019. Check-in location is the corner of West Columbus Street and South Madison Street. All exhibits must be set up by 10:00 am and vehicles must be moved out of the exhibition area no later than 9:45am. If you have a special need with your set up, please indicate it on your application. All exhibitors must stay on the festival grounds during exhibit hours. You may start taking your exhibits down no earlier than 3:00pm.
- Exhibitors must provide all display props including chairs, tables, electrical cords, etc. All tables should be covered to the ground (with boxes and materials hidden from sight.) We encourage you to plan for inclement weather by using a tent or canopy. Sandbags or similar materials must be used to hold tents in place. You may not use any other anchoring device, such as spikes, due to pavement).
- Artisans are encouraged to demonstrate their craft for visitors.
- After reviewing your application, The NC Honey Festival planning committee may request examples(photos) of your product/craft.
- If you are a crafter, all work displayed must be handmade, original works of art, by the exhibitor. No kits, commercial molds, imported or resale items. (Commercial exhibitors must state that they are marketplace and submit photographs of items to be sold.)
- The NC Honey Festival planning committee reserves the right to refuse any unsuitable materials.
- Each exhibitor is responsible for collecting North Carolina Sales Tax.
- Generators are permitted only by special arrangements and must be inspected by the committee.
- A map and further information and instructions will follow upon acceptance of application.
- Visit [NCHoneyFestival.com](http://NCHoneyFestival.com) to complete or download an application.