

Newberry Oktoberfest: German Festival

Saturday, October 5, 2024 – 10:00 AM-6:00 PM

FOOD COURT VENDOR BOOTH INFORMATION & APPLICATION

SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE YOU WILL BE GRANTED A SPACE.

QUALIFICATIONS:

- Food Vendors must sell at least one German-inspired dish among their menu items to be considered for a booth space at Oktoberfest. At least 1 picture or website address where your booth set up can be viewed is REQUIRED to be included with this application for review. Any photos submitted will not be returned.
- APPLICANTS MUST SUBMIT A MENU WITH APPLICATION FOR REVIEW. If the menu does not include the required German-inspired dish, it will not be considered.
- Vendors should provide an adequate description of their product.
- The event reserves the right to reject applications that do not meet the standard as judged by our panel. This would be for food that is considered of poor quality, does not meet the basic qualification of having 1 German-inspired dish, or our goal to provide a quality experience for the vendor and patrons. Rejected applications will be returned with payment. The event reserves the right to limit the number of vendors for each category.

BOOTH SPACES:

- Limited booth spaces are available for **\$125** (17 total 10x20 Spaces). Spaces are available after the panel reviews applications on a first-come-first-served basis.
- **VENDORS MAY NOT EXCEED THESE BOUNDARIES however exceptions may be made for food trucks depending on space available- contact the event organizer for details.** Boundaries will be marked for your convenience.
- Food Court Vendor Spaces are located on the streets surrounding Community Hall (Main, Caldwell, Boyce, and McKibben).
- **All vendors should supply their own booth TENT, TABLES, and CHAIRS. And must have a minimum of a 10-pound A-B-C extinguisher.**
- **Vendors are encouraged to bring their own tents. Vendors must bring at least 40 lbs. of weight to keep the tent in place should there be wind.**

**If frying, fryers must be secured and level, within the cooking space provided, to avoid tipping/spilling.*

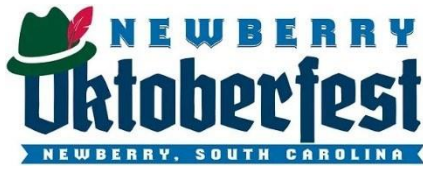
LARGE VAT FRYERS ARE PROHIBITED.

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 retail license from SCDOR.

2024 Review Calendar	
Wednesday, May 29	Wednesday, June 5
Wednesday, June 26	Wednesday, July 17 and Wednesday, August 7
Wednesday, August 28- Final Review, *Only if booths remain available	

- Applicants will be notified of application status within the month that the application is received. **No application will be accepted without the completed form, examples, & fee.**
- Approved vendors will be mailed a welcome packet including a map with their booth location, parking pass, and vendor guidelines one month before the event.
- Set-Up: 7:00 am-9:30 am and *Break Down: 6:00 pm-7:00 pm*Vendors are asked to remain open until the official breakdown period or be subject to application rejection for future Oktoberfest events.
- **RESCHEDULE DATE:** If an act of God forces the rescheduling of Oktoberfest, all approved vendors are expected to attend the rescheduled Oktoberfest Event date of October 19, 2024, from 10 am to 6 pm and NO refunds or credits will be issued to vendors.
- Checks **will** be returned if vendor approval is not granted.
- **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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Saturday, October 5, 2024 -10:00 AM-6:00 PM

FOOD COURT VENDOR BOOTH APPLICATION

Applications are accepted until spaces are filled. Judging for booth spaces will take place monthly.
SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE A SPACE WILL BE GRANTED.
 Applicants will be notified of their application status within the month that the application is received.

Business/Booth Name: _____

Contact Name: _____

Mailing Address: _____ P.O. Box: _____

City: _____ State: _____ Zip: _____

Telephone: _(H)_____ (W)_____ (M)_____

Primary Email: _____

Website: _____

Type of Merchandise for Sale/Display: * _____

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

(Please don't forget to include at least 2 images, a sample of work, or a web address)

\$125 food court vendor booth information & application				FOR OFFICE USE ONLY:	
ONE 10x20 Space, No Tent Provided					
PAYMENT VIA (select one):				DATE RECEIVED:	APPROVED: <input type="checkbox"/>
CASH	CHECK	CARD (SEE BELOW)		_____	DENIED: <input type="checkbox"/>
\$_____ FEE AMOUNT ENCLOSED				DATE NOTIFIED:	CARD RUN: <input type="checkbox"/>
CARD NUMBER				_____	CHECK #:
CCV NUMBER		EXP. DATE		_____	CASH:
Application fees must be paid in full at time of application.					_____
Application without fee will not be accepted.					

The undersigned understands that if an act of God forces the rescheduling of Oktoberfest, all approved vendors are expected to attend the rescheduled Oktoberfest Event date of October 19, 2024, from 10am to 6pm and that NO refunds or credits will be issued to vendors.

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 Oktoberfest 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
 Electronic submissions are emailed to: BCarey@CityofNewberry.com
 Paper Submissions are mailed to: City of Newberry- Oktoberfest, P.O. Box 538, Newberry, SC 29108
 Please make checks payable to: **City of Newberry- Oktoberfest**