

Newberry Oktoberfest: German Festival

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

COMMUNITY CORNER BOOTH INFORMATION & APPLICATION

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

QUALIFICATIONS:

- Community Corner booths are only available to the following organizations:
 - Churches
 - Civic Organizations
 - Non-Profits (must attach IRS status to application)
 - Health/Wellness Organizations

Organizations listed above must attach a document that proves they are located in Newberry County or have listed in their mission statement that they serve Newberry County directly.

- The event reserves the right to reject applications that do not meet the values or standards of the event. This would be for selling, distributing, or displaying items of poor quality, inappropriate, or offensive nature. Our goal is to provide a quality experience for the vendor and patrons. Rejected applications will be returned with payment.
 - Community Corner Booths are for organizations to distribute community information, host bake sales, fundraise, etc. If you have questions about the approval of products your booth intends to sell or distribute, please contact the event organizer.
 - Community Corner Booths MAY NOT use their booth space for the sale of on or off-site cooked hot foods or foods that are considered Time/Temperature Control for Safety Foods per SCDHEC regulation 61-25 (<https://scdhec.gov/food-safety-timtemperature-control-safety-tcs-food>). Those interested in on-site cooking should consult our Food Court Vendor Application.

BOOTH SPACES:

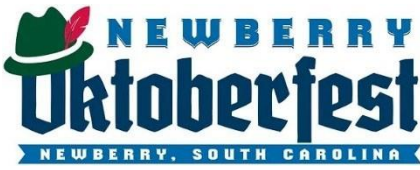
- Limited booth spaces are available (10 total 10x10 Spaces). Spaces are available after the panel reviews applications on a first-come-first-served basis.
- To accommodate a wider variety of vendors, only one space per vendor will be sold- **DOUBLE SPACES WILL NOT BE SOLD**
- The Community Corner is located on Main Street between 1530 and 1511 Main Street (The Standard on Main and the Ritz Theater) and are **\$50**, tent, tables, and chairs are **NOT** provided.
- Electricity is **not** available.
- We cannot assist with booth setup. Please make the necessary preparations to set up your booth.
- We highly encourage you to demonstrate your craft during the festival.

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 as applies.

2024 Review Calendar	
Wednesday, May 29	Wednesday, June 5
Wednesday, July 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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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)

\$50 Community Corner Space				FOR OFFICE USE ONLY:	
ONE 10x10 Space, No Tent Provided					
PAYMENT VIA (select one):					
CASH	CHECK	CARD (SEE BELOW)			
\$ _____ FEE AMOUNT ENCLOSED					
CARD NUMBER					
CCV NUMBER	EXP. DATE				
<i>Application fees must be paid in full at time of application. Application without fee will not be accepted.</i>					
			DATE RECEIVED: _____	APPROVED: <input type="checkbox"/>	DENIED: <input type="checkbox"/>
			DATE NOTIFIED: _____	CARD RUN: <input type="checkbox"/>	
				CHECK #: _____	
				CASH: _____	

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**