

ST. PHILIP NERI ITALIAN FESTIVAL 2016

May 20 and 21

292 Munn Road – Fort Mill, South Carolina

www.SPNItalianFestival.org

Vendor Application



VENDOR INFORMATION

Vendor Name:

Address:

City:

State:

Zip Code:

Email Address:

Phone #:

Brief description of products, services, mission which you will sell/market in your booth. (Please include a brief bio of your company to be used for announcements during the Festival.)

VENUE INFORMATION

(For additional information, please contact: Stephanie Reitzen, PIF87@aol.com)

Positioned Table/Tent:

- ☐ \$200.00 Outside Location with Tent
- ☐ \$150.00 Outside Location (bring your own tent)
- ☐ \$150.00 Ministry Building Location
- ☐ \$175.00 Lobby Location

Electricity needed: Yes ☐ No ☐

Donation to auction: Description: _____
Valued at: \$ _____

See attached Vendor Recognition Program for more information.

Registration Deadline: March 31, 2016

Cancellation Policy: Accepted through April 20, 2016 with a \$10 fee. No cancellations after April 20.

Special Sponsorships Options Available:

- ☐ Platinum - \$3,000 ☐ Gold - \$1,500
- ☐ Silver - \$750 ☐ Bronze - \$350
- ☐ Stage Sponsor - \$1,000 ☐ Stage Sponsor - \$500
- ☐ Game/Ride Sponsor - \$350 ☐ Live Radio Sponsor - \$500
- ☐ Ticket booth Sponsor - \$350
- ☐ Friend of the Festival - \$150
- ☐ Cannoli Runs Race Friend - \$75 gift certificate, services or product. Please describe: _____

Direct Funds to (Check One):

- ☐ Italian Festival ☐ Cannoli Runs ☐ Italian Idol Contest

See attached Sponsor Recognition Program more information.

EVENT DETAILS

Booth Set Up - Friday 11 am to 3 pm. Must be set up for business by 5:00 pm. Booth Breakdown - Saturday at 8:00 pm. NO EARLY BREAKDOWN. Nothing to remain on premises.

General Release and Acceptance of Rules: Vendor has read and agrees to abide by the Italian Festival (hereinafter the "Event") rules ("Rules"). Any failure by the Vendor to adhere to these Rules shall be grounds for expulsion from the Event and forfeiture of all booth fees. Vendor agrees to indemnify and hold harmless St. Philip Neri Catholic Church and all members/volunteers involved in the Event in conjunction with any claim or action arising out of or in the course of Vendor taking booth space at the Event. Vendor assumes sole responsibility for collection and payments of sales tax and any licensing or other requirements in accordance with state and local law.

Signature: _____

Date: _____

Festival Event Rules

1. Vendors must complete the application form, sign the General Release and Acceptance of Rules, and return them along with payment to St. Philip Neri Catholic Church by March 31: 292 Munn Road, Fort Mill, SC 29715, Attention: Stephanie Reitzen, Italian Festival Vendor Application.
2. All Vendors are required to donate one item to the silent auction. The item must be delivered or sent to St. Philip Neri Catholic Church by April 30: Attention: Kim Sobocinski, Italian Festival Silent Auction.
3. Access to electricity is available but very limited and will be assigned on a NEED basis only. You must provide your own extension cords. Cords or wires must be hidden and cannot go across walkways to prevent anyone from stumbling or tripping. There will be some outdoor lighting, but you should be prepared to light up your own tent. No generators are allowed.
4. Please do not bring any consignment or flea market type items or any items that could be considered objectionable. These items are not allowed and you will be asked to remove them from the premises.
5. Acceptance of applications will be considered on a first come basis. We reserve the right to refuse applications based on type of products or similarity of products to other vendors.
6. Each vendor is responsible for their setup, merchandise, and personal items. An 8' table and two chairs are provided with the space. Vendors are responsible for bringing their own table covers, which must reach the ground on the front and sides of table. Displays must be secure and safe. Tents provided by vendor must be anchored with weights. NO STAKES ARE ALLOWED ON THE CONCRETE/PAVED AREAS. ABSOLUTELY NOTHING IS ALLOWED TO BE PLACED ON ANY WALL IN ANY BUILDING.
7. **Set-up is scheduled Friday, May 20 from 11:00 am to 3:00 pm.** We do not offer any storage over night for your items, so please secure your merchandise overnight. Any items left on the premises will be at your own risk.
8. Vendors are required to move their vehicles to the back of the building as soon as you have unloaded. Access will be limited to the vendor area, so you are urged to come at 11 am if you must access the front of the building with a vehicle. We will do our best to provide you some assistance.
9. **Be prepared to keep your booth open from 5:00 pm to 10:00 pm on Friday and 10:00 am to 8:00 pm on Saturday.** The Cannoli Run starts at 9:00 am on Saturday morning and full Festival hours are from 10 am to 8 pm that day. **Closing your booth early is NOT permitted.** Tearing down before the end of the ca is very disruptive to both shoppers and exhibitors. Everything must be removed completely, nothing will be permitted to remain on the premises.
10. You may add your own tables or chairs in your booth. In the spirit of fellowship, please respect other vendors' spaces and store boxes and packages out of sight. You may "tastefully" decorate your booths to embody the "Italian flavor" of the Festival.
11. Vendor placements will already be finalized prior to the event. We are unable to accommodate requests to move booths or tables on the day of the Festival.
12. NO WEAPONS, GUNS, OUTSIDE ALCOHOL, FIREWORKS, LASER POINTERS, PETS (EXCEPT SERVICE PETS) OR ILLEGAL SUBSTANCES PERMITTED.