

Vendor application for the Mexican Cultural Festival

Contact Name _____

Business Name _____

Address _____

City -State -Zip Code _____

Phone Number _____ Fax _____

Email _____

Non-Profit (not food vendors)- **\$0**
An equivalent space of 10x10.

Business Space- **\$100**
An equivalent space of 10x10

Arts and crafts - **\$50**
An equivalent space of 10x10

Food Space -**\$150**
A space equivalent to 20x20.

Total Cost \$_____

Checks should be made payable to IGLESIA DEL DIOS VIVO COLUMNA Y APOYO DE LA VERDAD. Send or deliver applications with checks to Alma Cruz at 49 Bradford St Lumberton NC 28358.

If more space for your booth is needed please contact the organizers.

If you have a food trailer, please describe the measurements. _____

Describe sale items or menu if you are a food vendor.

Food vendor applications are due by August 22nd.

Applications for arts, craft, business or non profit are due by September 1st.

Terms and Conditions

The Lumberton Recreation Department, the City of Lumberton, any business involved, or any government agency will not be liable for any accident or loss, before, during, or after the event.

By signing this document, you acknowledge that you will be exposed to the public and to many people and that there is no way that the festival, the City of Lumberton or any other administration and/or members thereof can control the experience you will have working with us and being present at the Mexican Cultural Festival on any day and time.

The Mexican Cultural Festival will follow all city, county, state, and federal government guidelines regarding health and wellness, and any Covid 19 guidelines that may be in effect at the time of the event. As a provider, you are also expected to follow all of the above guidelines. Your health will be entirely your responsibility during the festival. By agreeing to partner with the Mexican Cultural Festival as a vendor, you agree to hold harmless participants, directors, volunteers, employees, the City of Lumberton, and festival sponsors from any liability for claims. , losses, fees, damages or expenses.

The Mexican Cultural Festival will not refund vendor fees due to inclement weather, government action, strikes, acts of terrorism (including acts of domestic terrorism), or other matters beyond its control, including, but not limited to, cancellation of the festival due to a direct result of a natural or unforeseen disaster that makes the festival unable to continue, whether for security or financial reasons.

Providers agreeing to these terms and guidelines by signing below.

Signature _____ **Date** _____

Additional Information

All exhibitors must provide their own pavilion/tent. **Craft vendors may not sell food or beverage products.**

All vendors must provide their own tent, table, chairs, etc.

Commercial vendors may not sell food or beverage products.

- All providers are responsible for collecting and reporting any applicable taxes (local, state and federal).
- Vendors will be notified by email or phone call of their acceptance to the festival. The Festival Committee reserves the right to refuse applications and return booth fees.
- There will be trash cans around the festival for the public but each booth must have its own trash can for usage.
- The sale of raffle tickets or any drawings of any kind will not be allowed.

Food vendors

\$150.00 per 20 x 20 space (size of 2 parking spaces) (Outside unit dimensions must be specified)

- Submit all foods you wish to sell with your application. The committee will establish your acceptance and you will be notified within 10 days of your request. **Your request does not guarantee acceptance.**
- Food vendors will not be established with craft vendors. The location is decided by the festival committee and its selection and location is final. Food vendors must provide outside dimensions.
- All sellers are responsible for their own insurance policies.
- The Robeson County Health Department will inspect the concession stands on Saturday morning at 8:00 am. A TFE fee of \$75.00 to **Robeson County Environmental Health** with TFE application no later than August 22, 2022. If food vendors have any questions about submitting the TFE, please call the Robeson County Health Department at 910-272- 6567 or the organizers.
- Vendors using heating or cooking devices **MUST** have a charged and inspected fire extinguisher (min. 10-15 lbs. dry powder or CO2) visible in their booth area. Vendors who cook with oils must have a Class K fire extinguisher

Electricity will not be provided. You must provide your own power source (generator, etc.). No water will be provided either. You must provide your own water source. This is a street festival and no exceptions will be made.

- Space assignments will be pre-assigned. No disagreement on the location of the spaces will be allowed. The application form must be completed and signed.

- The event is located at the Historic Downtown Lumberton on the Plaza in Lumberton, NC.

- Food vendors, craft, businesses and non-profit vendors may set up starting at 7:00 a.m. on Saturday September 10 and must be fully set up no later than 9:00 am.

- Vendors are responsible for all supplies and equipment for their own booth (ie, tables, chairs, canopies, etc.).

- Vehicles will be allowed to enter the event area between 6 and 9 a.m. on Saturday morning. All vehicles must leave the event area by 9:00am.

- The event ends at 5pm. ALL vendors are expected to remain open until the festival closes at 5:00 p.m. Any vendor that knocks down early will NOT be allowed to participate in upcoming Mexican Cultural Festivals. Vehicles will not be allowed in the festival area until after 5:00 p.m. All vendors must exit the plaza and parking lots no later than 8:00 p.m.

- There will be no special parking for vendors. Vendors may park where it suits them best as long as they do not obstruct the walkway or the festival.

- Vendors are invited (but are not obligated) to wear some artisanal or traditional clothing. And also if they can and want to decorate their booth with something Mexican.

- Please have a menu with prices visible to customers. This way you can avoid any misunderstanding in terms of menu and prices.

- Food vendors can refer themselves to the TFE application to view the list of the items the health department requires. Review the list carefully to ensure that you have everything to be approved by the Department of Health.

ANY questions or concerns contact the organizers.