



# FOOD VENDOR APPLICATION



North Carolina Oyster Festival  
Mulberry Park, Shallotte, NC  
October 17<sup>th</sup> – 18<sup>th</sup>, 2020

Company Name: \_\_\_\_\_

Representative Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tax ID# \_\_\_\_\_

Festival Location: Mulberry Park, Shallotte, NC

Festival Hours: Saturday, October 17<sup>th</sup>, 2020 9:00 am – 6:00 pm

Sunday, October 18<sup>th</sup>, 2020 10:00 am – 5:00 pm

**RAIN OR SHINE EVENT – NO REFUNDS**

SPACE IS LIMITED. Please return your completed application with entry fee. Approval letters will be emailed. **The Oyster Festival committee reserves the right to deny any application for any reason.**

### APPLICATION MUST BE COMPLETED IN FULL TO BE CONSIDERED

**\*\*Pre-packaged food (food NOT made on-site) should complete the Exhibitor Application\*\***

<u>Fees</u>	<u>Number needed</u>	<u>Price</u>	<u>Amounts</u>
Snack Food Vendor – Member		\$300	\$ _____
Snack Food Vendor – Non Member		\$350	\$ _____
Commercial Food Vendor - Member		\$525	\$ _____
Commercial Food Vendor – Non Member		\$625	\$ _____
Electric 120v, 20 amp circuit	_____ x	\$50	= \$ _____
Electric 240v, 30 amp circuit*	_____ x	\$100	= \$ _____
Electric 240v, 50 amp circuit*	_____ x	\$150	= \$ _____
Ability to Sell Soft Drinks		\$175	\$ _____
		Subtotal	\$ _____

**TOTAL Amount Enclosed** \$ \_\_\_\_\_

\*INDICATE PLUG TYPE HERE: \_\_\_\_\_

Make Checks Payable to: Brunswick County Chamber of Commerce, PO Box 1185, Shallotte, NC 28459  
Once Approved there will be no refunds (no exceptions) **\*\*RETURN CHECK FEE IS \$35\*\***

Questions? Please contact the Brunswick County Chamber of Commerce at 910-754-6644  
Or by email, at [communications@brunswickcountychamber.org](mailto:communications@brunswickcountychamber.org)



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**Space Required**

Total Width \_\_\_\_\_ (Must include trailer tongue, etc)

Overall Depth \_\_\_\_\_

Do you require a water connection? Yes  No

Are you using propane for cooking? Yes  No

Bags of ice are available for purchase from the committee during the event

**How many years have you been a vendor at the NC Oyster Festival?** \_\_\_\_\_

\*If you are a NEW vendor interested in being featured on our website as a vendor please email one high resolution photo, provide a link to your website or Facebook page (if desired) and a brief description of your business.

Web address: \_\_\_\_\_

**Provide a brief description for the website (use back of form if needed):**

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**Provide a menu with specific food items and prices (use back of form if needed):**

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ALL FOOD VENDORS MUST prominently display MENU ITEMS and PRICES to include *only* the food items that are approved by the Oyster Festival Committee to sell.

**FAILURE TO COMPLY WILL RESULT IN IMMEDIATE SHUT DOWN OF VENDOR.**

**Food vendors are responsible for obtaining all necessary Health Department permits from the Brunswick County Health Department (910-253-2250). The Health Department will be on-site Saturday, October 17<sup>th</sup> at 8:00 AM for inspections.** The exhibitor will be responsible for tent, tables, chairs, props, drop cords, etc. and for keeping the booth manned during show hours. Be sure your booth is attractive from all sides and will not distract from your neighbor's display. There will be no duplications accepted for main food items. **Food vendors must have a visible fire extinguisher in their booth space.**

**VENDORS ARE RESPONSIBLE FOR COMPLIANCE OF THE NC FIRE PREVENTION CODE.**

**The Brunswick County Health Department has added new food vendor criteria for all festivals held in the County to further protect the public.** ALL food vendors, who are not state exempt by rule, will be required to submit a TFE application, with a \$75 fee to the County *prior* to being on site at any event. **Applications and fees will no longer be processed on-site.** In addition, a TFE equipment layout or diagram of your booth area must be included as well.

All food vendors must keep a tracking chart, during the festival, for recording the temperature of all food products being cooled. Overnight storage of food products on-site will only be allowed if under lock and key to prevent tampering. The Health Department will be on-site the morning of the second day of a festival to check the tracking chart for adherence and to check the condition of food products.

All food vendors must ensure that their cooling equipment is in good repair or a TFE will not be approved on the day of inspection. **NO EXCEPTIONS.**

All food vendors who are state exempt by rule will be required to complete page 1 of the TFE and submit to the County, without a fee, so the County staff knows who is going to be present at a festival. This is required so the County may double check the current exemptions on file.



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The time constraints for submitting the TFE's will be much shorter and compliance will determine approval for being a part of a Festival. Failure to submit the TFE in a timely manner for County approval may result in non-acceptance by a Festival. The Health Department rules, regulations and forms are included with the Food Vendor Application, to assist in timely submittal of the TFE application for compliance.

*Any new food vendors applying must ensure they are well versed in the NC Department of Health Regulations prior to being considered for approval at any festival.*

## **NO PETS ALLOWED and NO SMOKING ALLOWED ANYWHERE ON FESTIVAL GROUNDS**

**Please include copies of insurance policy with the application. Your application will not be processed until we have proof of insurance, payment and County approval. Festival Approval letters will be emailed.**

The undersigned acknowledges that all food items prepared and sold at the festival must be pre-approved by the Oyster Festival Committee. If food is not approved, the vendor agrees that s/he will not include the item on the menu. Failure to follow the rules will result in exclusion from future festivals. The undersigned also understands that by failing to abide by the rules s/he may be asked to leave the Festival and no refund will be made.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Approved vendors will receive an Information Packet which will provide Set-Up, Breakdown and Rules and Regulations for Vendors.**



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**Please be sure you have all necessary documents along to submit:**

\_\_\_\_\_ Application (all fields on application are required and MUST be completed)

\_\_\_\_\_ Fee Payment

\_\_\_\_\_ Copy of Insurance Policy

\_\_\_\_\_ Electrical Specifications

\_\_\_\_\_ Water hook-up specifications

\_\_\_\_\_ Propane Specifications

\_\_\_\_\_ TFE Permit

**Your application will not be processed until we have proof of insurance, payment and County approval. Festival Approval or Denial letters will be emailed.**

**The Oyster Festival committee reserves the right to deny any application for any reason.**