



Spartanburg Earth Day Festival April 22, 2017

Unitarian Universalist Church of Spartanburg
210 Henry Place, Spartanburg, South Carolina

www.spartanburgearthday.org

Email: earthday@uucs.org

Dear Earth Day Food Vendor,

On Saturday, April 22, 2017, the 2nd Annual Earth Day Spartanburg Festival will take place at the Unitarian Universalist Church of Spartanburg (near downtown Spartanburg). This 6-hour event (10 a.m. - 4 p.m.) is designed to celebrate the many gifts we receive from Earth, inform the public about good stewardship of the planet's resources and environment, and build community.

We are inviting environmental non-profit organizations and businesses with an ecological/environmental focus to take part as exhibitors and vendors.

We have a limited number of spaces for food vendors. Food vendors pay a nonrefundable deposit of \$30 due before Feb. 28, 2017, and 25% of food sales, due the day of the festival. A refund of the deposit will be available if the festival is cancelled. We anticipate the festival taking place rain or shine.

To participate, please complete the online application form found on our vendor page or click the link at the bottom of this email to complete a paper application form. Please include the amount of space needed for your truck/stand. Also, let us know if you need a source of electricity.

Our Vendor Coordinator will contact you with payment information once your application has been received and approved.

Submission and payment of application fees is deemed acceptance of the following stipulations:

1. Vendors are expected to use recyclable serving materials. No glass, please.
2. Fair trade and organic food items are encouraged, as well as vegetarian options.
3. All food items will be purchased with tickets, and food vendors are reimbursed 75 cents per ticket collected. **Monies are not to be collected by the food vendors from the festival guests.** Tickets will be counted and reimbursed after the festival closes. There are no alcohol sales.

4. Spaces with 110v power supply are limited; therefore, they will be issued based on receipt date of payment. Please specify on your registration form how the electricity will be used (laptop, lights, refrigeration, sound board, etc.).
5. Set-up time on Saturday begins at 7:30 a.m. Vehicles will NOT be allowed in the vendor area after 9:00 a.m.
6. All exhibitors must conduct their business from their stand area and exhibits must not intrude into public areas. Stands must be occupied throughout the festival. All booths/exhibits/and vendors must operate until 4:00 pm.
7. All exhibitors take part in the festival in every way at their own risk, including that from loss, damage, flooding, accidents, setting up or dismantling stands while in the confines of the festival grounds including the parking area.
8. Goods considered unsuitable or inappropriate in any way by Spartanburg Earth Day Festival must be removed from the festival grounds immediately. No firearms or explosives allowed.
9. The Spartanburg Earth Day Festival reserves the right to cancel the festival. Exhibitors will receive a full refund in case of such a cancellation. Food vendor deposit fees are non-refundable unless the event is canceled. The expectation is that the festival will be held rain or shine. Vendor cancellation must be received in writing by the end of the business day on March 28, 2017.

We look forward to hearing from you and hope you will participate.

Sincerely,

Joyce Harrison, Chair 864-574-1253

Alice Sutton, Co-Chair 864-541-8819