

2013 Taste at the Gardens

Dear Vendor:

The annual Iris Festival Taste at the Gardens will be held on Thursday, May 23, 2013 from 6:00 to 9:00 p.m. at Swan Lake Iris Gardens. Attached is the registration form for you to complete and mail to:

Sumter Iris Festival
P.O. Box 1802
Sumter, SC 29151

Registration fee is \$100 through April 15, and \$125 after that date. **No applications will be accepted after May 1, 2013. There are absolutely no refunds.** Beverages may be sold at individuals booths this year.

The following items will be provided upon your request:

- **One serving table and one tent to be used as serving area**
- **Electricity for the vendor's booth (*vendor must provide heavy duty extension cords 110v power only – household type plug*)**

For other specific information, please see the attached **“Conditions for Vendors.”**

If I can clarify any of the points in this package, or if you have any questions, please call (803) 774-1659.

Thank you,

Lynn Kennedy
Chair, Sumter Iris Festival

Attachments: Vendor Registration
Conditions for Vendors

Conditions for Vendors
Taste at the Gardens
May 23, 2013

1. A central ticket sales booth will be set up for customers to purchase tickets in increments of \$1.00
2. No food or beverage can be sold for more than 3 tickets.
3. No money will be handled at the vendor booths. Price your food and drinks in increments of \$1.00.
4. Admission fee to Taste at the Gardens is \$5.00 for ages 5 and older. There is no admission charge for children under 5 years old.
5. **No pets** are allowed, and **no alcohol** may be brought onto the premises.

Vendor Booth specifics:

1. A list of vendors will be displayed at the entrance and ticket booths to the Taste.
2. Vendors should set up and be ready to serve food and drinks by 5:30 p.m., and remain actively open until closing at 9:00 p.m. DHEC will begin their check of the food at 5:30 p.m. and the public will enter at the completion of the DHEC check.
3. Vendors may set up as early as 1:00 p.m. Everything must be removed by 10:00 p.m.
4. All registered vendors must be DHEC approved and comply with DHEC rules as published in “Food Service at Special Events” and on the “DHEC Checklist for Concessionaires.” The gates to the Taste will not be allowed to open until all vendor booths have been inspected and certified.
5. Vendors must keep food covered at all times.
6. Hot and cold food must meet DHEC inspection.
7. Vendors may **only** accept tickets for food – **please send customers to the Central Ticket Sales Booth to exchange money for tickets.**
8. Please post prices for food and drinks in a visible location with prices listed in terms of number of tickets for purchase of each item.
9. Vendors must bag and remove all garbage, paper products, etc. from around their booths at the end of the event, and use the trash receptacles provided.
10. Vendors must have an individual available to count tickets with a festival representative before leaving your booth area. All money exchanges will be finalized by 10:00 p.m. the night of the event.
11. Three wristbands will be distributed per vendor registration. **If needed, extra wristbands are \$5.00 each.**
12. The Commission reserves the right to refuse any vendor or to request a change in menu.

Taste at the Gardens
May 23, 2013
2013 Vendor Registration

Vendor Name: _____

Vendor Address: _____

Vendor Telephone Numbers: _____

List Cooking Equipment:

Menu Items & Prices:

Do you need the Taste committee to provide the following items?

Electricity (110 v): Yes _____ No _____ (household type plug)

Table: Yes _____ No _____

Tent: Yes _____ No _____

If you already have a tent, does it have your logo in a visible place to be seen by customers?

Yes _____ No _____

Primary Contact Persons:

1. _____ 2. _____

Mail registration to:

Sumter Iris Festival

P.O. Box 1802

Sumter, SC 29151

The undersigned hereby indemnifies the Sumter Iris Festival Commission, the City of Sumter, Sumter County and subsidiaries, and affiliates in the event of loss or damage to goods and/or personal injury. Undersigned also understands that there are no refunds, and agrees to abide by all rules of the event.

Signature

Date