

2023 Iris Festival
FOOD VENDOR
MAY 26th – 28th

PRICING

Before April 1st:	110v 20 Amps	\$400.00
	110v more than 20 Amps	\$425.00
	220V	\$700.00
After April 1st:	No Applications accepted.	

Please return page two of the Application with a check or money order made payable to **SUMTER IRIS FESTIVAL COMMISSION, Post Office Box 1802, Sumter, South Carolina 29151**. All fees are non-refundable. Each vendor must have a Business License from the City of Sumter. *Please do not apply for the Business License until you receive your confirmation.* To obtain this license, please contact the City of Sumter Business License Office (803) 774-1601 during regular business hours (Monday - Friday, 8:30 a.m. to 5:00 p.m.). ***The Business License Application check must be made payable to the City of Sumter; please do NOT return it with your Iris Festival entry form.***

If you have any questions, contact us at 1-800-688-4748 or 803-436-2640. We look forward to your participation!

POLICIES FOR ALL FOOD VENDORS

1. Each space is 20' x 12'.
2. All DHEC rules must be followed.
3. **Only items listed on the menu submitted with your application may be sold.**
4. All exhibitors must be approved by the Commission and are responsible for obtaining their own business license.
5. The Iris Festival Commission cannot provide personnel to help with set-up or break-down.
6. **No pets are allowed.**
7. **No refunds will be given under any circumstance.**
8. Spaces may only be occupied by one vendor at any time.
9. The Committee reserves the right to refuse entry to any vendor.
10. No smoking is allowed in the Gardens.
11. No trash/debris should be left in the park after the end of the event. Please always keep your area clean.
12. All vendor items must be contained within the contracted vendor space.
13. Water is available, but there is no drainage.
14. Vendors can only sell inside of their vendor space
15. Signage can only be displayed in the designated vendor space. No banners or signages can be located in other areas of the Gardens.
16. Only one vehicle will be allowed per vendor.
17. Only one unit per vendor space. (If you have a trailer, you may not set up a tent.)
18. No alcohol is allowed on the Grounds.
19. You must be set up and ready to serve your products by 10:00 a.m. on Friday, May 26th. All vehicles must be out of the Gardens' parking lots by 10:00 a.m. You may not enter the vendor locations to restock anytime during the Festival after set-up on Thursday.
20. **Food vendors will set up between 9:00 a.m. and 12:00 p.m. on Thursday, May 25th.**
21. Any vendor missing set-up time will forfeit their space. No set-ups other than Thursday from 10:00 a.m. till Noon.
22. Only Coke products and water may be sold. The Commission must approve all beverages, including smoothies and lemonade.

23. South Carolina Department of Health and Environmental Control will inspect and permit each vendor. You will also be checked for Sumter Business License at this time.
24. A full menu with prices must be displayed at all times.
25. Mobile homes (campers) will not be permitted or allowed on the premises of Swan Lake Gardens – this includes all festival parking areas. Even if you use the camper to pull the vendor wagon, it is not permitted on the Garden grounds.
26. Show hours are from 10:00 a.m. until 6:00 p.m. on Friday, 10:00 a.m. to 6:00 p.m. on Saturday, and 10:00 a.m. to 5:00 p.m. on Sunday. Break-down is at 6:00 p.m. on Friday, 6:00 p.m. on Saturday, and 5:00 p.m. on Sunday. Vendors must be present and open for business from the opening of the Festival each morning until closing. This is required for all three days of the Festival.

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FOOD VENDOR APPLICATION
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Keep page 1 for your information/records.

Please return all requested information and documentation to the following address:

Sumter Iris Festival Commission
Food Vendors
Post Office Box 1802
Sumter, South Carolina 29151-1802

Contact Name _____ Date _____

Business Name _____

Mailing Address _____

Home Phone _____ Cell Phone _____ E-mail _____

Website/Facebook/Instagram _____

Have you previously participated in the Iris Festival? No ____ Yes ____ Year(s) _____

Vetting Information: Name, Date of Birth, Sex, and Race of each person that will work at your booth.

Please check your space request (pricing on page 1), and indicate the amount enclosed. \$ _____

Insurance Information

Please initial that you are properly insured. _____

Please initial that the Iris Festival/City of Sumter is listed as an additional insured on your policy. _____

The following items MUST be provided for consideration to become a food vendor:

- Completed application
- Copy of menu with pricing
- Copy of business license
- Copy of insurance declarations page or certificate of insurance showing
- Photograph of trailer with dimensions
- Payment in full
- Stamped and self-address envelope
- Electrical information

The undersigned hereby indemnifies the Sumter Iris Festival Commission, the Market Place committee and its members, the City of Sumter, Sumter County and subsidiaries, and their 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 _____

FOOD VENDOR ELECTRICAL REQUIREMENTS

All vendors will be required to submit the following information with their vendor application:

The name of all devices requiring electricity, along with voltage and amperage ratings. This includes, but is not limited to the following: freezers, toaster ovens, coffee pots, fans, lights, deep fryers, steamer ovens, microwaves, electric grills, sound equipment, bun warmers, hot dog machines, crock pots, warming lamps, etc. Therefore, if a device requires electricity, please complete all of the required information.

If you have a generator, please bring it with you. We do not guarantee power at all times.

The NEC Code requires that every piece of electrical equipment made shall have a nameplate on it with these requirements. **Failure to comply will mean no power will be furnished to the equipment.**

Vendor Name _____

Power Requested: 110v (20 amps) _____ (20-30amps) _____ or 220v _____

<u>Electrical Device</u>	<u>Voltage</u>	<u>Amperage</u>
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1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

Notes:

1. Remember, if an item is not listed, then no power will be provided for it. Our power source has its limitations and will be distributed to everyone, within reason, according to the listed item(s) only and the power available.
2. Vendors shall provide their own extension cords as needed and be sized to accommodate our receptacles. Please bring your generator for backup power.
3. The City will not connect power to any homemade electrical devices.
4. All electrical panels shall be locked, and no vendor shall be allowed to enter one **for any reason!**
5. There shall be no direct connection to any breaker in any electrical panel without approval from the City's Master Electrician. Anyone doing so shall bear the liability for any and all unfavorable results that should occur from these actions.
6. Attached are diagrams of female receptacles that we provide. If your plug will not fit properly, then you must obtain an adaptor.
7. Please remember to forward this form back with your application.

- 8. If you require an excessive amount of power, you will need to furnish your own generator. Please note this in your comments.
- 9. The undersigned hereby indemnifies the Sumter Iris Festival Commission, the Market Place committee and its members, the City of Sumter, Sumter County and subsidiaries, and their 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.

Comments:

Signature

Date

