

# AWE FEST VENDOR APPLICATION

The inaugural AWE FEST will take place overlooking the gorgeous [Town of Awendaw Municipal Park](#) on May 10<sup>th</sup>, from 11 am to 6 pm in celebration of all things Awendaw, SC.

This family friendly celebration will feature over 50 art, retail, food, and service vendors with a focus on local Awendaw businesses and the immediate surrounding areas. Additional event activities include live music, displays and demonstrations of what makes Awendaw, AWESome, a kid area, as well as hay and boat rides. Vendors will be placed along the perimeter of the event with adequate spacing and aisles to avoid overcrowding.

## VENDOR FEES

Vendor Type	Description	Fee
General	A 10 x 10 space along the perimeter of the event	\$75
Food Truck	Up to 8 spaces available with additional space for seating as desired	\$200

## VENDOR APPLICATION PROCESS

1. Complete this application in its entirety
2. Submit to [CCEventsSC@gmail.com](mailto:CCEventsSC@gmail.com) by May 1, 2025. Please note this is first come, first serve.
3. Include pictures of your products, services, or menu; this will help us avoid duplications and promote vendor diversity.
4. Applications will be reviewed as received by the Event’s Vendor Committee. Priority will be given to vendors local to Awendaw and immediate surrounding towns.
5. Vendors will be notified of their approval via email and will be sent an electronic invoice for payment.
6. Vendor spots are not confirmed until payment is received. All payments must be received by May 5, 2025.

## COMPANY INFORMATION AND DAY-OF POINT OF CONTACT INFORMATION

<b>Your Name:</b>		<b>Title:</b>	
<b>Company:</b>			
<b>SC Retail License Number:</b>			
<b>Vendor Type:</b>	<b>General</b>	<b>Food Truck</b>	<b>Local Charity</b>
<b>Business Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code:</b>
<b>Email:</b>		<b>Phone:</b>	
<b>Web Site:</b>			
<b>Day of Contact Name:</b>		<b>Phone:</b>	
<b>Email:</b>			

## **PRODUCT OVERVIEW**

1. Provide a detailed description of the products you plan to sell. Include pictures, menus, or a list of services with your application.

2. What other events have you participated in as a vendor?

## **METHOD OF PAYMENT**

Payment in full is required to secure your space at the event. Once approved, you will receive an electronic invoice to make your payment. Credit or debit cards are the only form of payment accepted.

## **AWE FEST VENDOR TERMS AND CONDITIONS**

*All vendors must adhere to the Terms and Conditions below. By signing this agreement, you agree with the Terms and Conditions. Vendors who do not adhere to these Terms and Conditions will be removed from the event and not permitted to participate in future events hosted in whole or part by Wholly Event or Carroll Consulting.*

### **General**

- All vendors are responsible for reporting sales to the Department of Revenue and Internal Revenue Service as required by state and federal law.
- All vendor spaces are on a first come, first serve basis. Apply early to confirm your spot.
- Tents, tables, and chairs including their security, are the responsibility of the vendor, please plan for wind/rain/other weather conditions.
- The Town of Awendaw, Wholly Event, and Carroll Consulting have no responsibility for any damage to tents or merchandise
- Wholly Event and Carroll Consulting reserve the right to remove vendors from the festival for violation of these terms and conditions.
- Power is the responsibility of the vendor

### **Prohibited Items**

- Selling or serving alcohol unless under written consent with the Wholly Event or Carroll Consulting
- Weapons are not permitted within the event perimeter
- Charcoal grills, nor any cooking device that poses a risk of excessive smoke or uncontrollable flames

### **Insurance**

- High risk vendors (inflatables, trampolines, mechanical rides, amusement rides, traveling carnivals, circuses, petting zoos/other animals) must have a \$1 million Certificate of Insurance naming the Town of Awendaw and Carroll Consulting as additional insured and provided at least 10 days prior to the event. Amusement rides must also provide a copy of the inspection report from the SC Office of Elevators and Amusement Rides.
- Insurance is recommended for all vendors, however, is at the discretion of the vendor. The Town of Awendaw and Carroll Consulting are not liable for any damage to vendor property. Vendors, however, may be liable for any damage to the property of the Town of Awendaw and/or Carroll Consulting.

### **Food Vendors**

- A fire extinguisher is required to be kept on your site
- Power is the responsibility of the vendor
- Trash cans are required on site and must be maintained

### **Event Tickets & Wristbands**

- All retail vendors will receive two admission tickets for employees. Food trucks will receive four tickets. If additional personnel are needed, vendors must purchase an event ticket.
- Vendor decals will be provided for one vehicle for retail vendors, two personal vehicles for food trucks. Please place these in your windshield so you can be permitted onto the event grounds for setup and breakdown.
- Vendors must wear the provided wristband for the duration of the event. Our Security team will provide the wristbands during setup.

### **Vendor Setup**

- Setup will begin no earlier than 8 am on May 10<sup>th</sup>
- Vendors will be assigned an arrival time based on location
- Setup prior to your designated time is not permitted and may result in removal from the event without reimbursement.
- All personal vehicles must be removed from the event site and parked prior to setting up the booth.

### **Parking**

AWE FEST will provide a designated parking area for one personnel vehicle per retail vendor and two vehicles per food truck. There will be ample additional parking close to the event.

**Hours of Operation**

Vendors are authorized to engage in commerce from 11:00 AM to 6:00 PM.

**Vendor Breakdown**

- All vendors must be cleared from the site by 8:00 PM
- Vendors will be released to obtain their vehicles based on location to avoid traffic jams and ensure pedestrian safety. A schedule will be provided prior to the event.

**Authority**

All vendors must adhere to instruction from police and fire department personnel, City officials, Security staff, Event Staff, and Volunteers. All staff will be easily identifiable.

**Rain Date**

There is no rain date for this event at this time. Refunds are not guaranteed. If the event is cancelled for any reason, vendors will be notified within 24 hours of the vendor setup start time.

**Cancellation Policy.** Refunds will include percentages shown minus any processing fees.

Dates	Refund
April 1 – 15	50%
After April 15 <sup>th</sup>	No refund

I acknowledge these terms and conditions as an AWE FEST vendor by signing below:

Signature: \_\_\_\_\_

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

Date: \_\_\_\_\_