



# 6<sup>th</sup> Annual Myrtle Beach Jazz Festival Vendor Registration Form

For more information, Contact Ericka Hill @ 843-457-7796 Applications may be emailed to mbjazzfestival@gmail.com

- 3-Day Outdoor Music Festival, 1420 Carver Street, Myrtle Beach, SC
- **Friday, October 14<sup>th</sup>** 6p-mid · **Saturday, October 15<sup>th</sup>** 2p-mid · **Sunday, October 16<sup>th</sup>** 4p-10p
- *Line up and Festival times are subject to change. Gates open an hour prior to main show time.*
- Free-Donations Appreciated from the public · Music Entertainment · Anticipated attendance 7,000+
- This *event will occur* rain or shine! Be prepared for wind, rain and/or heat/cold.
- Please fill out vendor registration completely. Advise if you will not be at the festival all 3 days.

## Vendor Information and Requirements:

Payment is due with application. Receipt of Application must be on or before is August 19, 2022. Vendor application does not guarantee a vendor space.

- All vendor fees are non-refundable
- We will provide you with your booth space location several days prior to the event.
- You must provide your own tent, tables, chairs, electricity, etc. No exceptions.
- All applicants must submit a detail description of your booth, pictures, and/or menu, or application will be returned. You will not be able to change menu items during the festival event.
- All vendors are **prohibited** from selling or offering any pineapples, wine, spirits or alcoholic beverages of any type.
- Food Vendors: Due to logistics of food vendor set-up, you must check in 3 hours prior to the festival start times. Due to safety issues, food vendors within 3 hours of the festival start time, may forfeit pre-assigned booth location and be assigned an alternate location.
- Vendor Check-In: All vendors must check-in at your designated site. You will receive instructions from one of the staff persons. If we anticipate any changes, all vendors will be notified prior to the event.
- Booths must be completely set up an hour prior to festival start time. The festival requests that all vendor booths remain open until last performer has started. This does not apply to non-profit organizations that are providing information only.
- Vehicles are only allowed on property to load and unload within the schedule times only. No vehicles are allowed on festival grounds after unloading. **No exceptions.**
- All vendors are required to show proof of liability insurance and read and sign attached waiver.
- Absolutely **no unattended** vehicles or personal merchandise may be left on the festival grounds.
- *Crossroads Event Productions*, Volunteers, staff or anyone else is not responsible for anything lost or stolen.
- **As extra precautions to prevent the spread of COVID-19, ALL vendors must provide its own hand sanitizer and Clorox bleach wipes at each booth.**
- **IMPORTANT NOTICE:** If you do not have a City of Myrtle Beach Business License, you are required to complete the attached "Hospitality Account Application" and remit an additional \$200 fee payable to the City of Myrtle Beach. After the event, you will be required to file the "Hospitality Fee and Local Accommodations Tax Reporting Form."
- Upon receipt of application, each vendor will receive a confirmation letter. Prior to the event, each vendor will receive booth number, a map, and vendor schedule for **exact set-up and close times** via mail or electronic mail.



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Vendor/Company/Agency Name:		
Contact Name:		
Address:		
City:	ST:	Zip:
Phone:	Email:	

**Type of Booth & Description:** Please indicate with a check mark your type of vending below and provide a description. If a detail description is not provided with application, your application will be returned incomplete.

Vendor Space and Fees for 3-Day Event	Friday	Saturday	Sunday
Retail Vendor – Selling of any other type / No Electricity Provided 10x10 space		<input type="checkbox"/> \$330	
Food Vendor – Selling of any type of food / No Electricity Provided 10x10 space		<input type="checkbox"/> \$550	
Food Trucks - Selling of any type of food / No Electricity Provided		<input type="checkbox"/> \$750	
Non – Profit - No SELLING of any type / No Electricity Provided		<input type="checkbox"/> FREE providing info only	
<b>Total Enclosed:</b>	\$		
(Credit Card may incur additional fees) <b>Method of payment:</b>	Cash / Check / Money Order / Credit Cd		

\_\_\_\_\_ **Proof of Insurance attached.** (Not applicable to non-profits providing information only.)

- **WAIVER:** Crossroads Event Productions reserves the right to refuse any vendor application, should this occur the fee will be refunded with the exception of \$25.00 for administration Cost. A return check fee of \$35.00 for each returned check. The vendor shall defend, save and hold harmless Crossroads Event Productions, Inc., their respective officers, agents, board members, staff, volunteers, sponsors and assignees from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whosoever or not specifically described herein, whether past, present or future. Booths are not insured by Crossroads Event Productions, Inc., or any sponsoring agents. Exhibitors/Vendors must take provision for safeguarding their goods. Exhibitor/Vendor must have replacement cost insurance for all personal property. Exhibitor/Vendor assumes full liability for protecting, care and maintenance of exhibitor’s/vendor’s property. ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AND/OR SELLS AT OWN RISK AND ASSUMES ALL LIABILITY. All vendors are **prohibited** from selling or offering any pineapples, wine, spirits or alcoholic beverages of any type.

**Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.**

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