



Food Vendor Application
 Juneteenth Community Empowerment Festival
 June 3rd & 4th 2016- Rocky Mount, NC

COMPANY INFORMATION

Company Name _____

Contact

Name _____

Address _____

City _____

State _____ Zip Code _____

E-mail _____

Daytime Phone Number _____

Cell Phone Number _____

Hours of Operation

Friday, June 3rd- Set up begins at 4:00pm, Event begins at 7pm

Saturday, June 4th – 10:00am to 6:00pm

Vendors can begin setting up at 8am and must be set up by 9am.

SALE ITEMS

Please list all items you wish to offer or sell. We require you to include a photo sample of 3 items you will have for purchase at your booth. Attach any other supporting business information to this application.

Please indicate a nonprofit group for your vendor fees to be donated:

- Juneteenth Committee Community Empowerment Committee

IMPORTANT DATES

- **DEADLINE FOR ENTRIES IS MAY 1, 2016**
- Vendor spaces are available for Saturday, June 4th

Limited spaces: Limited spaces are available so please make sure to have your application and fee in before the deadline. You will receive email confirmation once you are approved.

FEES

Item	Fee	Quantity	Subtotal
20'w x 20'd space Friday	\$75		
20'w x 20'd Saturday	\$150		
1 Food Item Only (price per day)	\$75		
Electricity	\$25.00		
**Check both if you wish to sell Friday and Saturday			
TOTAL ENCLOSED:			

PAYMENT INFORMATION:

Payment Method (circle)	Payment Amount
Check	\$ _____
MasterCard	Checks payable to:
Visa	City of Rocky Mount

Name on Credit Card _____

Credit Card Number _____

Expiration Date _____

There will be a \$25 fee if registering after the deadline of May 1, 2016

Waiver of Liability: In consideration of your accepting this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against the Juneteenth Community Empowerment Festival, City of Rocky Mount, their representatives, successors, and assigns, for any and all injuries suffered by me in this event. Further, I hereby grant full permission to the Juneteenth Community Empowerment Festival, the City of Rocky Mount and/or agents authorized by them, to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose.

I agree to the terms of the Waiver of Liability, and the 2016 Juneteenth Community Empowerment Festival Rules and Regulations.

Signature _____ Date _____

RELEASE MUST BE SIGNED OR THIS ENTRY WILL NOT BE ACCEPTED.

JUNETEENTH COMMUNITY EMPOWERMENT FESTIVAL

FOOD VENDOR

APPLICATION INFORMATION

No Refunds

The Juneteenth Community Empowerment Festival will occur rain or shine.

Application Process

Include the following:

- 1. Payment must be included with application.**
- 2. Make sure to sign and date the Waiver of Liability on application.**
- 3. Make checks payable to: either Juneteenth Committee or the Community Empowerment Committee. (You have the option to choose what committee receives the fee, these are considered donations)**

Incomplete applications will be returned. Call or e-mail with any application questions.
(252) 972-1159 or Susan.phelps@rockymountnc.gov

Mail applications to:

City of Rocky Mount
Parks & Recreation
Eastern Carolina BBQ Throw Down
P.O. Box 1180
Rocky Mount, NC 27802-1180

Upon receipt of the items listed above, Juneteenth Community Empowerment will send you a confirmation letter.

Contact Information

Susan Phelps
Festival Director
(252) 972-1159

Greg Royal
Juneteenth Committee
(252) 314-7030

Sale Items

Please include a detailed list of what you wish to offer for sale.

Permit

Please contact the Edgecombe County Health Department to make sure you have the proper food service permits. They can be reached at 252-641-7539. Vendors will only be accepted that have the proper permits within deadline of the event.

Electricity

Electricity is not always available, unless confirmed by the Festival Director. Should you need electricity, please request and attach a photograph of your electrical plug for reference as well as the type of outlets needed.

Vehicle Parking

Vehicles may not be parked in vendor space or festival area. Free parking is available near festival.

Local Accommodations, Dining & Other Rocky Mount Information

The Nash County Visitor Bureau can provide you with local information. Go to the following website: www.rockymounttravel.com and our event website www.bbqthrowdown.net for more information.

Check-In

Information about check-in will be sent to you closer to the festival.

