



# HISTORIC MORGANTON FESTIVAL

## SEPTEMBER 10 & 11, 2010

Downtown Morganton, North Carolina  
PO Box 1472 Morganton, NC 28680  
828-438-5252 Fax : 828-432-2518  
[downtownmorganton@compascable.net](mailto:downtownmorganton@compascable.net)  
[www.downtownmorganton.com](http://www.downtownmorganton.com)

### Rules & Regulations

*Listed below are the rules & regulations that you agree to accept by signing your application.*

#### Booth Space

You are renting a location only. You are responsible for supplying your own tables, chairs and any other booth equipment or signage you may need.

#### Move In/Break Down

**NO ONE WILL BE ALLOWED TO SET UP THURSDAY NIGHT!**

#### Friday, September 10

Vendor admittance into the festival area begins at 10:00am and ends at 2:30pm. No vehicles are allowed in after 2:30pm. Vendors must open by 3:00pm and close no earlier than 9:00pm (Children's Playland and City Stage will be open until 11:00pm Friday night).

#### Saturday, September 11

Vendor admittance into the festival area will begin at 5:30am and end at 8:30am. No vehicles allowed in after 8:30am. Vendors must open by 9:00am and close no earlier than 8:00pm.

*\*No vehicles will be allowed into the festival area until 10:00pm due to pedestrian. Vendors may walk their product out prior to 10:00pm.*

#### Electrical Hook-Up

⊗ Please note on the application that if you require an electrical source for your booth. **There is a \$10 fee** to be paid WITH your application fee!

⊗ You must submit a complete list of electrical units to be used.

⊗ If you fail to mark your electrical needs you may be placed where an electrical hook-up is unavailable.

⊗ You are responsible for your own extension cords (we recommend 100'). If your cord is exposed to a traffic area you must provide a mat to cover the cord.

#### Inspections

##### ⊗ **Fire Marshall**

Inspection on space, fire lanes, equipment, walkways and tents will be performed

##### ⊗ **Health Department**

Food inspection for all food sold whether cooked on or off festival site will be performed. This includes professional food & non-profit vendors! **(HMF, Inc. rules)**

#### Drink Sales

⊗ **Non-profits** who have been given permission to sell drinks may sell **Pepsi Products ONLY**. Please list price per unit (ounces) as it is to be sold on your application. Failure to do so will result in not being allowed to sell drinks!

⊗ **No craft vendor is allowed to sell or give away water or soft drinks.**

#### ONE-DAY Food Vendors

⊗ If you are serving food you will fall under the NC Health Department Rules which require a permit (Questions? Please contact Burke County Environmental Health directly at 828-438-5430). **You will be inspected!**

⊗ The festival provides centrally located water sources, vendor port-a-jons with sink, grey water containers and grease container.

⊗ Failure to use appropriate containers will result in a fine of \$100 and no admittance to next year's festival.

⊗ ALL vendors who are cooking in any capacity must have a flame retardant tent. You will be inspected by the fire marshall!

⊗ Resources for flame retardant tents include:

Powell & Powell      1-800-800-6296

F&S Tents              1-800-577-8368

## Rain Date Policy

☼The festival takes place Rain or Shine!

## Payment of Fees

☼Payment can be made by a check, certified check or money order payable to The Historic Morganton Festival.

☼*All applications must be accompanied by a check or money order for the full amount due in order to be processed!*

## Specialty Fees/Refunds

☼\$10 Late Fee after August 13, 2010

☼No refunds after August 13, 2010

## Vendor Hospitality

☼The festival makes every effort to ensure your experience is a good one. Trained volunteers are on site to direct you to your location.

☼There is also a vendor "Hospitality" tent located on the courthouse square that provides water during load in times as well as a contact for any issues that may need to be dealt with.

☼Please utilize these resources!

## Pets/Animals

☼The festival is a ANIMAL FREE event. If you bring your animal you will be asked to remove it from the event area.

## \*NOTE:

**If your application is post marked by March 15, you may reserve the same booth space as last year!**

## All Vendors MUST:

⇒Read the rules and regulations in this flyer and the Hold Harmless Agreement within the application.

⇒Sign your application indicating your agreement to abide by the rules set forth by HMF, Inc.

⇒Failure to sign your application and remit payment will cause delays processing your booth space

## VENDOR CHECK LIST

✓Complete Application

✓Payment included with application

✓List all electrical needs

✓Include two photos examples of product line with application

## General Information



### Food Vendor & Event Hours:

Friday: 3:00pm – 11:00pm

Saturday: 9:00am – 10:00pm

### Craft Vendor Hours:

Friday: 3:00pm – 9:00pm

Saturday: 9:00am – 8:00pm

### Attendance:

The festival generally brings in 40,000 to 50,000 attendees throughout the weekend from across North Carolina as well as South Carolina and Virginia.

### Entertainment:

The festival hosts two major music stages. City Stage performers are national acts featuring country music and oldies. Second Stage features local & regional bands playing a variety of music.

Two "zones" are designated for kids aged infant to high school! There are two additional stages in these areas featuring children's entertainment, music and demonstrations from local performance groups.

**Come Play In Our Streets!**