



**Saturday, September 9<sup>th</sup> 2017 \*\*\*\*\* NO PETS ALLOWED \*\*\*\*\* No Rain Date**

**\*\*Applications must be submitted completed in full with payment to receive a space\*\***

I/We participated in last year's Bush Hill Heritage Festival \_\_\_ Yes \_\_\_ No If Yes, Space # (if known) \_\_\_\_\_

**Name of Club/ Company/ Organization/ Individual:** \_\_\_\_\_

Type of Booth:  Handmade crafts  Food  Entertainment  Sponsor  Commercial  Other

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephones: (H or C) \_\_\_\_\_ (W) \_\_\_\_\_

Contact Person: \_\_\_\_\_

E-mail (please print) \_\_\_\_\_

**FOOD VENDORS: You will need to print \*\*\*See Note on back of this form for telephone number. \*\*\*  
If you are a non-profit organization, a letter from the president of organization authorizing your participation must accompany this application. Also, required is a copy of the organization or club's 501(c) status document.**

\*Describe your booth and what you will be selling/promoting (photos of your product requested **if you have not participated in the last two years**, but not required). Please include how long it will take you to set up your space. \_\_\_\_\_

**Will you need electricity?** \_\_\_ Yes \_\_\_ No *If Yes*, will you need? \_\_\_ 110 or \_\_\_ 220 \_\_\_ Amps (Required)

If No and you have electric appliances, will you be bringing a \*\*generator? \_\_\_ Yes \_\_\_ No **\*\*See back for info**

Describe the type of Electrical Equipment you will be using: \_\_\_\_\_

**Will you be using a Tent?** \_\_\_ Yes \_\_\_ No *If Yes*, What Size? \_\_\_\_\_ (Spaces are 15'W x 10'D) tents larger than 10x 20 will require an inspection by Guil-Rand Fire Department. Applications for tent inspections may be obtained at the Guil- Rand Fire Dept. website. [www.guil-randfire.com](http://www.guil-randfire.com)

**\*Required info:** Will you utilize a trailer to bring your items to the festival? \_\_\_ If yes, what size \_\_\_\_\_

**If yes, and tent or trailer-including tongue-is over 15'x 10', you must obtain two spaces. (Spaces are 15'W x 10' D) (\*\*Late fee of \$50 will apply on all applications received after August 1<sup>st</sup> \*\*\*)**

**Vendors: Please select the category below in which you belong:**

- a. Archdale-Trinity Chamber member – Bonnie Place  
 Number of spaces at \$ 80 (Handmade crafts, non-profit) \_\_\_\_\_  
 Number of spaces at \$115 (food vendor) \*Food regulations on back \_\_\_\_\_  
 Number of spaces at \$115 (commercial item/service) \_\_\_\_\_  
 \*Number of spaces you need electricity, please add \$125 per space (limited) \_\_\_\_\_
- b. Non-Member of Chamber- Bonnie Place  
 Number of spaces at \$105 each (Handmade craft/non-profit) \_\_\_\_\_  
 Number of spaces at \$165 each (food vendor) \*Food Regulations on back \_\_\_\_\_  
 Number of spaces at \$145 each (commercial item/service) \_\_\_\_\_  
 \*Number of spaces you need electricity, please add \$125 per space (limited) \_\_\_\_\_

**NEW for 2017 Spaces with Electricity are limited in quantity and only available in certain areas of festival, DEADLINE to request electricity is AUGUST 1, 2017 – No Exceptions!**

*Whereas there are no spaces in the festivals foot path that are less appealing than others, Bonnie Place continues to be the most sought out location! Book your space now as there are only approximately 65 spaces available!*

c. **Archdale-Trinity Chamber member**

Number of spaces at \$55 (Handmade crafts, non-profit) \_\_\_\_\_

Number of spaces at \$90 (food vendor) \*Food regulations on back \_\_\_\_\_

Number of spaces at \$90 (commercial item/service) \_\_\_\_\_

\*Number of spaces you need electricity, please add \$125 per space (limited) \_\_\_\_\_

d. **Non-Member of Chamber**

Number of spaces at \$80 each (Handmade craft, non-profit) \_\_\_\_\_

Number of spaces at \$140 each (food vendor) \* Food Regulations on back \_\_\_\_\_

Number of spaces at \$120 each (commercial item/service) \_\_\_\_\_

\*Number of spaces you need electricity, please add \$125 per space (limited) \_\_\_\_\_

**NEW for 2017 Spaces with Electricity are limited in quantity and only available in certain areas of festival, DEADLINE to request electricity is AUGUST 1, 2017 – No Exceptions!**

Late Fee \_\_\_\_\_

**After August 1st all fees must be paid by certified check, money order or cash.**

Total \_\_\_\_\_

**Office Use Only**

Date Received in Office \_\_\_\_\_

Payment Method \_\_\_\_\_

Entered in Database \_\_\_\_\_

Sent letter \_\_\_\_\_

FD \_\_\_\_\_

HD \_\_\_\_\_

Notes:

Please fill out each space – continued on back

**NO PETS ALLOWED in ANY AREAS of FESTIVAL**

All fees are non-refundable.

(A \$100 fine will be assessed at the festival if a vendor is found selling any type of commercial items and did not disclose this on application. Fine must be paid immediately or booth will be closed down.)

**Make Check Payable to and mail application to:**

Archdale-Trinity Chamber of Commerce, PO Box 4634, Archdale, NC 27263

**\*\*\*Important vendor notes\*\***

**2017 Food vendors – Note important changes**

1. The Festival will have 3 food courts as in the past years. Only **35** food/drink vendors will be accepted on a first come/first served basis.
2. This year there will be **no restrictions** on food items a vendor may bring to the festival. However the festival staff will make every effort not to have duplicates in the food court areas, all foods must be listed on the application, and must be confirmed with the Health Department when your food permit is registered.
3. The Festival Committee reserves the right to **charge a \$50 contamination fee** if food vendors place food products or waste in recyclable containers or if food products or waste are left on streets.
4. **\*\*You must contact** the Randolph County Health Department at 336-318-6262 for your food permit and the regulations concerning your food products. Permits must be obtained two weeks prior to the festival. A representative from the Health Department will be on-site the morning of the festival to enforce compliance with health regulations.
5. **Vendors who are cooking at the festival with open fire, cooking flame, or grease producing appliances, etc. must cook and/or keep their fire, flames, etc. at the back of the tent, per fire inspector, who will be checking spaces prior to the festival.** For more details, call fire inspector at 336-431-2512.
6. Also, see #4 and #5 below.

**To all vendors:**

1. Electricity will be available on a very limited basis for an additional fee of \$125.  
**You will need to bring at least 200 feet of power cord with you to the festival.**
2. Please **do not** bring pets to your booth **as pets are not allowed on the festival site.**
3. Please note applications must be in the office by August 1, 2017 After that date, a late fee of \$50 will be charged. **(And must be paid by certified check, cash, PayPal or money order)**
4. **ALL VENDORS USING A SOLID, LIQUID OR GAS FUEL PLEASE SEE LIST OF REQUIREMENTS AND GENERAL FIRE SAFETY RULES, PROVIDED BY THE GUIL-RAND FIRE DEPARTMENT INSPECTION.** (See Attached) **New Compliance Rules Effective 2016!!**
5. **No marshmallow shooters or “silly” string to be sold or brought to the festival. No toy guns of any type, including water pistols, can be sold or brought to the festival.**

**All fees are non-refundable.**

If you have any questions or concerns, please call the Archdale-Trinity Chamber of Commerce at 336-434-2073.

The undersigned agrees that the Archdale Trinity Chamber of Commerce, its members and volunteers are not responsible or liable for damages, theft, loss or destruction of property or the personal injury of exhibitors or exhibitors' articles.

**NO PETS ALLOWED in ANY AREAS of FESTIVAL!**

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

**Applications will not be processed until signed.**



**GUIL-RAND FIRE DEPARTMENT FIRE INSPECTION DIVISION**  
**10506 S. MAIN ST. ARCHDALE NC**  
**Phone 336-431-2512 Fax 336-431-9622**

## **GENERAL FIRE SAFETY RULES FOR FESTIVAL SITES**

All vendors' booths, tents, propane tanks, portable generators, charcoal grills, electrical equipment and appliances, fire extinguishers or any other festival structures or equipment as required by the North Carolina Fire Prevention Code shall be inspected by the Guil-Rand Fire Department Inspections Division prior to the start of the event.

- All tents and flap material shall be manufactured from inherently flame resistant material. A certificate from the manufacturer will be required if a label certifying flame resistance is not permanently attached to the tent or flap material. ***LABEL OR CERTIFICATE IS MANDATORY, IF NOT IN PLACE OR IN HAND YOU WILL NOT BE ALLOWED TO OPERATE.***
- Electric cords and wiring shall not be placed directly on the ground unless they are properly protected from physical damage and shall be placed so as not to cause a tripping hazard. Electric receptacles shall be ground fault protected.
- Booths shall be placed to allow access to fire hydrants for fire department vehicles, and provide for unobstructed ways of travel at all times to permit free escape from any point of danger in case of fire.
- Cooking booths or any booth using a solid, liquid or gas fuel source shall have a minimum 2A-10 BC rated fire extinguisher. Cooking booths that have a deep fat fryer shall also have a "K" rated fire extinguisher. Fire extinguishers shall bear a **CURRENT** inspection tag validated within the past twelve months or a receipt of purchase within the last 12 months. Extinguishers shall be located in an area that is easily accessible for use. In addition, all employees working in the booth or tent shall be trained in the proper use of the fire extinguishers. ***CURRENT TAGS ARE REQUIRED OR YOU WILL NOT BE ALLOWED TO OPERATE***
- Cooking appliances shall be isolated from the public by at least four feet or a suitable barrier placed between the cooking device and the public. Cooking appliances shall be installed per the manufacturer instructions. Non- U.L. listed appliances shall have clearances of not less than 36 inches at the back and sides and 48 inches in the front.
- All electrical cords shall be U.L. listed electrical cords rated for outdoors use. **NO HOUSEHOLD OR NON-WEATHER TIGHT POWER CORDS OR ELECTRICAL OUTLETS WILL BE PERMITTED.** All electrical wiring and devices shall be in compliance with the National Electrical Code.

**ALL VENDORS SHOULD BE AWARE THAT THE FIRE INSPECTOR WILL INSPECT THE SITE PRIOR TO THE OPENING OF THE FESTIVAL EVENT AND THAT ALL OF THE ABOVE ITEMS WHICH ARE THE RESPONSIBILITY OF THE VENDOR MUST BE IN PLACE OR THE VENDOR WILL NOT BE ALLOWED TO OPEN FOR BUSINESS. IF DURING THE COURSE OF THE EVENT AN ONSITE INSPECTION DETERMINES THAT THERE IS A VIOLATION OF ANY OF THESE CONDITIONS, THE VENDOR'S BUSINESS SHALL BE CLOSED UNTIL SUCH TIME AS THE PROPER CORRECTIVE MEASURES HAVE BEEN TAKEN AND INSPECTED BY THE FIRE INSPECTIONS DIVISION.**

**ALL OTHER OPERATIONS SHALL BE CONDUCTED IN A SAFE MANNER WHICH IS CONSISTENT WITH NATIONALLY RECOGNIZED GOOD PRACTICES.**

#### **REQUIREMENTS FOR PROPANE (LP GAS) AT FESTIVAL SITES**

- Propane tanks shall be placed outside of tents or other structures and must be secured to prevent tanks from being tipped or knocked over.
- Suitable fencing shall be placed around propane tanks.
- Propane tanks on grassy areas shall be chained or securely attached to stakes driven into the ground.
- Propane tanks located on pavement shall be securely attached to an immovable object.
- Propane tanks, hoses and fittings shall be free from leaks and are subject to inspection by the Fire Inspections Division.
- Only rubber hose stamped "Approved for LP Gas" or rigid black pipe shall be used to transport gas from tanks to appliances.
- Copper piping shall NOT be used. Rubber hose shall be kept off the ground and be protected from physical damage.

#### **REQUIREMENTS FOR CHARCOAL COOKING AT FESTIVAL SITES**

- Charcoal appliances shall be placed in an open area outside of tent or structure.
- Charcoal appliances shall be installed on noncombustible surface and be properly supported and protected so that people will not come into contact with the appliance.
- Only approved charcoal lighter fluid shall be used to start the fire, and once the fire is ignited lighter fluid shall be removed from the booth and stored properly.

#### **REQUIREMENTS FOR PORTABLE GENERATORS AT FESTIVAL SITES**

- All portable generators shall be U.L. listed or equivalent.
- Once started, portable generators shall be capable of running continuously, without refueling, for the entire length of the event. Refueling a hot portable generator or the storage of fuel on site is prohibited.
- An approved fire extinguisher with a minimum rating of 20 BC shall be placed close to the generator.
- The portable generator shall be located away from the public way and the public. Each portable generator shall be inspected by the Fire Marshal and approved before the event and prior to start up and use.

**ALL OPERATIONS SHALL BE CONDUCTED IN A SAFE MANNER WHICH IS CONSISTENT WITH NATIONALLY RECOGNIZED GOOD PRACTICES.**