PINEVILLE FALL FEST

2023 CONCESSIONAIRE APPLICATION

Thursday, October 19, 2023 – Friday, October 20, 2023 – Saturday, October 21, 2023

Welcome to the 25th Annual Pineville Fall Fest**.** The event will be held at Jack D. Hughes Park/513 Main Street Pineville, NC, this fall. This family oriented outdoor festival will take place on **Oct. 19th, 20th & 21st**, welcoming over 10,000 festivalgoers. This festival is focused on promoting arts, crafts, entertainment, musicians and family fun. We hope you will consider becoming one of our concessionaires at our festival**.** Our aim is to offer a vast menu of food at a fair value. During the selection process, we will look for concessionaires who provide one or more of the following: the traditional festival fare, a health conscious menu, and unique specialty items. Concessionaire spaces range from $150 to $375 per location. ***Concessionaires are required to participate on Thursday, October 19th 6:00P-10:00p, Friday, October 20th 6:00P-10:00P and Saturday, October 21st 10:00A-10:00P.***

Concessionaire Application Process: Once you've completed the application portion, return it with **a photo** of your vending unit, **food menu items and pricing**, and a **certificate of insurance**. Upon acceptance we will also require you to fill out a Temporary Food Event Application from the Mecklenburg County Health Department. You must return these forms to us by **September 15th, 2023** in order for us to send in the info to Health Dept. **NO EXECPTIONS.**

Important: Fill out this form completely, accurately, and legibly. Incomplete applications will not be considered.

BUSINESS NAME: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

CITY, STATE, and ZIP: _____

PHONE (DAY) _____ PHONE (EVENING) _____

E-Mail_____

TYPE OF VENDING UNIT (CHECK ONE)

___Tent ___Trailer ___Truck ___Push Cart ___Other

UNIT MEASUREMENTS: Length_____ Width_____ Height_____

TOTAL SQUARE FOOTAGE REQUESTED_____ (Sq.Ft. = Length x Width)

Important: Measurements must include ALL space needed. Length is side from which selling is done, width is the depth of unit, and height is how high the unit is, including decorations.

FEES:

Concessions-Tent/Push Cart	**(Pineville Resident)**	**$150 (10'x10') / $300 (10'x20')**	**$ _____**
Concessions-Tent/Push Cart	**(Non-Resident)**	**$175 (10' x 10') / $350 (10' x 20')**	**$_____**
Concessions-Food Truck/Trailer	**(Pineville Resident)**	**$350**	**$ _____**
Concessions-Food Truck/Trailer	**(Non-Resident)**	**$375**	**$ _____**

NO REFUNDS WILL BE MADE ONCE AN APPLICATION IS ACCEPTED AND A COMFIRMATION LETTER HAS BEEN MAILED. The festival will occur **rain** or **shine.** Please plan accordingly. There is no rain date. No refunds will be given due to inclement weather. All applicants must have personal injury and general comprehensive liability coverage. I have read the Fall Fest Rules and Regulations.

I hereby agree to release and hold harmless The Town of Pineville and Pineville Fall Fest, it's employees and volunteers from any damages or theft to the undersigned exhibitor's property or for any personal injury which the exhibitor or anyone working for the exhibitor may sustain while participating in the Pineville Fall Fest.

Signed _____ Date _____

(Please retain a copy of this application for your records).

Festival Schedule

Set-up starts – Thursday, October 19th by 3:00pm for Health Dept. Inspection

Food Sale Times – Thursday 6:00pm-10:00pm, Friday 6:00pm – 10:00pm, Saturday 10:00am – 10:00pm

email application to: bjwilliams@pinevillenc.gov or mail to

Pineville Parks & Rec. PO Box 249 Pineville, N.C. 28134 704-889-2400

PINEVILLE FALL FEST RULES AND REGULATIONS 2023
APPLICATION DEADLINE Friday, September 15, 2023 (or until we are full)

Festival Set-Up: Thursday, October 19th (10:00A-3:00P), must be set up by 3:00 for Health Dept. Inspections) **Security Overnight**
Friday, October 20th (10:00A-3:00P) **Security Overnight**
Saturday**,** October 21st (Must be on site and set up by 9:00A)

PINEVILLE FALL FEST PROVIDES THE FOLLOWING

- Tent/Food Truck location assignment (all locations are assigned at the Festival's discretion).
- All concessionaire locations are accessible by vehicles for set-up and break-down.
- Security will be provided Thursday, October 19th and Friday, October 20th and during the festival.
- **One concessionaire parking pass. No exceptions. Passes will be distributed at check - in on Thursday, October 19th. Assistants must park in general parking areas!**

PINEVILLE FALL FEST DOES NOT PROVIDE THE FOLLOWING

- Tents or Display equipment for setup of exhibit
- Tables or chairs
- Electricity/Electrical Equipment (including drop cords, light bulbs, fixtures, generators, etc.)
- No water source provided

RULES AND REGULATIONS

- Awarded spaces are nontransferable. No one will be allowed to exhibit without first having juried into the Festival and having paid the concessionaires fee to the Festival. Shared spaces are not permitted. Displays must fit into designated spaces without infringing upon neighboring spaces.
- Menu prices must be posted. You may sell only the food and drink listed on your application and approved by the committee. We will limit the number of vendors selling major items. This is to protect you and other vendors by eliminating duplication of food and drinks.
- Each concessionaire must realize this is an outdoor show; there is some uneven ground and weather can be uncooperative. Please make sure you secure your tent. This is a rain or shine event. There is no rain date. **NO REFUNDS** will be made in the event of rain.
- This festival is family oriented. All exhibits must be in keeping with this atmosphere. The festival staff reserves the right to prohibit any merchandise which is questionable in nature.
- Concessionaires are responsible for maintaining and leaving their assigned areas clean and free of trash, and in otherwise good condition.
- Each concessionaire is responsible for the collection of North Carolina and County of Mecklenburg sales tax.
- The Pineville Fall Fest will not be responsible in any way for any damages to the work of any person or persons participating in the Festival.
- **All vehicles must be removed from the exhibit area by 3:00P on Thursday, October 19th and Friday, October 20th. All Vehicles must be removed from the exhibit area by 9:00A on Saturday, October 21st. No additional vehicles allowed once set up is complete!**