



Applications are due by <u>August 31, 2025</u>. A \$50.00 late fee applies to all applications postmarked after this date. Applications received after August 31 will be considered only if there is still space available and the late fee is included. **Submission of application does not guarantee acceptance into the SC Pecan Music & Food Festival. Acceptance into the festival is at the discretion of the SC Pecan Festival Committee.** Failure to provide the festival with accurate information requested within this application could result in the loss of space and/or forfeiture of all rental fees. Vendors must initial and/or sign <u>each page</u> of this application. Incomplete applications will not be processed.

PLEASE PRINT: BUSINESS OR ORGANIZATION NAME:			
CONTACT NAME:			
MAILING ADDRESS FOR VENDOR PACKET:			
CITY:	STATE:	ZIP:	
PHONE: (CELL) (A	ALTERNATE CELL)		
EMAIL ADDRESS:			
Most communication from the SC Pecan Festival will co	<b>VENDOR CHECK-IN ON</b>	FRIDAY NIGHT?	
APPLICANT CHECKLIST: PHOTOS & MENU ENCLOSED:INITIAL APPLICATION COMPLETED:INITIAL ELECTRICAL/SET-UP SHEET COMPLETED:INITIAL  PAYMENT ENCLOSED:INITIAL  PAYMENT ENCLOSED:INITIAL  -OR- ONLINE PAYMENT:INITIAL  SEPARATE VENDOR COMPLIANCE DEPOSIT ENCLOSED:INITIAL  PLEASE VERIFY THE FOLLOWING: APPLICANT AGREES TO BRING AT LEAST ONE MENU ITEM CONTAINING PECANS AND AGREES TO DISPLAY THAT MENU ITEM ON FESTIVAL DAYINITIAL  APPLICANT HAS READ AND WILL ADHERE TO THE SC DHEC FOOD SAFETY REGULATIONSINITIAL  APPLICANT HAS READ AND WILL ADHERE TO THE CITY OF FLORENCE FIRE SAFETY REGULATIONSINITIAL	Organizers") reserves the understands that he/she vendor rules and regulatias well as any and all app. Applicant hereby agrees Florence, Florence Down and any all sponsors or a (including attorney fees adamages resulting from a Pecan Festival, whether any other person. Applicating the event of rain. By hit this application a commit that may be set forth by responsible for obtaining business/organization. A including in this application and/or given away during the SC Pecan Festival util promotional materials, in	re SC Pecan Festival Comice right to reject any and a is responsible for reading ions as may be established licable local, state, and for to indemnify, hold harml town Development Corpigents from any loss, liable and court costs) and any and court costs) and any and further understands to is/her signature below, A tenent to abide by any and the Festival organizers are any and all liability insurpplicant understands that on and approved by Festig the SC Pecan Festival. A izing its photograph, ima	and all claims of injury or her participation in the SC willful act of the Applicant or that there will be no refunds applicant agrees to consider all rules and regulations and that it is solely rance coverage for his/her at only items and information cival Organizers may be sold applicant also consents to age, and/or sound in , and online internet media.
APPLICANT HAS READ AND WILL ADHERE TO THE CITY OF FLORENCE SPECIAL EVENTS FATS, OILS, AND GREASE (FOG) MANAGEMENT REGULATIONSINITIAL		ENDOR POLICIES (PAGE 4	Date:Date:Date:



### **2025 FOOD VENDOR BOOTH REQUEST**

**PLEASE NOTE:** Vendors may <u>not</u> rent more than one space. **Vendor signage may not exceed more than 4 ft. from the lowest point of your tent canopy.** Total of vendor tent and signage may not exceed more than 12 ft. from the ground. Set-up must not extend beyond 12 ft. from the curb. If your set-up extends beyond 12 feet from the curb, you will be asked to adjust it. While the SC Pecan Festival makes every effort to accommodate your space request, we cannot guarantee that you will receive any of the spaces requested. If you need electric access, fill out page 3.

VENDOR INITITAL

MENU ATTACHED	)? INIT	IAL PE	CAN MENU ITE	M:			
(FILL OUT	r PAGE 3) s postmarked af	ter August 31, 2	2025 and the la		osed, your application will not be		
1 <sup>st</sup> Choice #	2 <sup>nd</sup> Choice	e # 3	rd Choice #	4 <sup>th</sup> Choic	te # 5 <sup>th</sup> Choice #		
LEVEL DESCRIPTIONS BASE PRICE ADDITIONAL FEES FEE							
Platinum   50 ft. X	12 ft.	\$1,050.00 Electrical Access (one outlet) \$50.00					
Silver   25 ft. X 12 f	t.	\$500.00	l	ate Fee (Require	ed after 8/31/2025) \$50.00		
Bronze   25 ft. X 12	ft.	\$350.00					
					•		
PLATINUM	SILVER	SILVER	SILVER	BRONZE	SET-UP INFORMATION		
<b>200 + 202</b> P220	<b>100</b> P	<b>306</b> NP	<b>747</b> NP	<b>319</b> P220	All vendors must have a tent or		
<b>204 + 206</b> P220	<b>102</b> P	<b>307</b> P220	<b>751</b> P	<b>633</b> NP	trailer. Vendor set-up must cover		
<b>234 + 236</b> P220	<b>104</b> P	<b>309</b> P	<b>753</b> P220	<b>635</b> NP	at least 1/2 of the vendor space.		
<b>238 + 240</b> P220	<b>106</b> P220	<b>311</b> P		<b>637</b> P	Please select one:		
<b>242 + 244</b> P220	<b>108</b> P220	<b>639</b> P		<b>800</b> P220	Taut OD Tuellan		

#### **246 + 248** P220 **219** NP **708** P **801** NP 300 + 302 P220 **221** NP **709** P **802** P220 **301 + 303** P220 223 P220 **710** P **803** NP **305 + 307** P220 225 P220 **711** P 900 P220 632 + 634 P220 **227** P220 **712** P 902 P220 641 + 643 P 229 P220 **713** P 904 P220 **700 + 702** P220 931 NP 230 P220 **714** NP **701 + 703** P **715** P 231 P220 933 NP **704 + 706** P220 232 P220 **716** NP 935 NP **BRONZE 705 + 707** P220 233 P220 **741** NP **313** P220 **304** P **743** NP **315** P220 **305** P220 **745** NP **317** P220

SET-UP INFORMATION						
All vendors must have a tent or trailer. Vendor set-up must cover at least 1/2 of the vendor space. Please select one:						
Tent -ORTrailer						
If selling from a self-contained or enclosed system, include dimensions (width and length including tongue) and indicate which side is open to the public. Include a photo of your setup.						
Width Length						
Side open to public:D P						
<b>NP</b> =No Power <b>P</b> =Power <b>P220</b> =220 Power Available						

### LOCATE YOUR SPACE ON OUR FESTIVAL MAP AT WWW.SCPECANFESTIVAL.COM

Remit to: South Carolina Pecan Festival, 324 W. Evans Street, Florence, SC 29501 Via email: <a href="mailto:pecanfestival@florencedowntown.com">pecanfestival@florencedowntown.com</a> Via eFax: 480-393-8800 Electronically submitted applications must include card payment verification code.

Page 2 of 7 INITIAL:	
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### \*\*POWER MUST BE PAID FOR IN ADVANCE\*\*

**PLEASE NOTE:** Failure to provide the SC Pecan Music & Food Festival with accurate information regarding the electrical needs of your vendor set-up could result in incompatibility with your selected space or no access to power. Power must be paid for with your application fees. Vendors must list ALL equipment that requires power in the form below. Equipment not listed on the form below will NOT be allowed to be plugged in on festival day. **The festival is not responsible for any inability to supply power for equipment if vendor fails to list correct amperage and volts needed. The use of electric heaters and/or air conditions is strictly prohibited. The use of these items will result in the loss of your space and forfeiture of vendor fees. Electrical access payment grants the vendor the use of one outlet. If additional outlets are required, additional fees will apply.** 

VENDORS WHO <u>HAVE PAID FOR ELECTRICITY</u> MUST BRING AN EXTENSION CORD <u>NO SHORTER THAN 100 FEET</u>, NO SMALLER THAN TEN (10) GAUGE IN SIZE, AND RATED TO HANDLE AT LEAST TWENTY (20) AMPS. PLEASE BRING POWER STRIPS/SURGE PROTECTORS WITH YOU. THE FESTIVAL WILL NOT PROVIDE THESE ITEMS.

INITIAL

### **EQUIPMENT LIST**

Please list ALL equipment you plan to use power for during the SC Pecan Music & Food Festival. Voltage, wattage, or amperage can be found on the equipment's electrical tag. Please be as detailed as possible. Please call **843-773-0011** if you have any questions regarding electrical compatibility. **Please include photographs of your electrical set-up with this application, and if you are requesting 220, send us a photo of your unit's plug and <u>cable length</u>.** 

Name of Equipment	Amperage/AMPS	Volts

### FOR VENDORS NEEDING 220 POWER

The SC Pecan Festival has a limited number of vendor spaces with available with access to 220 power. When selecting your vendor space, please make sure to select one with access to this type of power. Spaces with 220 access have been listed as P220 spaces. Vendors needing 220 power will still need to fill out the above equipment list and confirm compatibility with the festival. The festival is not responsible for power adapter or receptacle incompatibility.

#### **PERSONAL GENERATOR USE**

Generators must be approved by the SC Pecan Festival Committee prior to approval for use within the festival grounds. Approved generators will need to be secured in such a way as to prevent injury to festival attendees, volunteers, and staff. Please email <a href="mailto:pecanfestival@florencedowntown.com">pecanfestival@florencedowntown.com</a> with images and decibel information of the proposed generator.

Page:	3 of 7	<b>INITIAL:</b>	



#### **FOOD VENDOR POLICIES**

PLEASE READ THE SC PECAN FESTIVAL FOOD VENDOR POLICIES CAREFULLY. BY SUBMITTING YOUR COMPLETED APPLICATION, YOU AGREE TO ABIDE BY ANY AND ALL POLICIES THAT MAY BE ESTABLISHED BY THE SC PECAN FESTIVAL COMMITTEE. VIOLATION OF ANY POLICIES WILL RESULT IN FORFEITURE OF YOUR VENDOR COMPLIANCE DEPOSIT.

INITIAL

- The SC Pecan Festival Committee reserves the sole right to select any and all participants.
- Applications will be processed in the order of date received and must include all fees, requested photos, and other
  information that may be required for the application to be considered. An incomplete application will be removed
  from consideration.
- REFUND POLICY: No refunds will be given due to your inability to attend the festival for any reason. If your cancelation takes place prior to September 1, you may transfer your vendor fees to the following year. No transfers will take place after September. No refunds will be issued due to any disruption or interruption of the festival because of weather or any cause beyond the control of the Pecan Festival Committee.
- All food vendors must submit a menu listing items available for sale. Menu prices must be submitted with the application and must be listed prominently at your booth at all times during the festival. Additionally, food vendors must include and bring at least one menu item containing pecans for the 2025 SC Pecan Festival.
- It is the sole responsibility of every food vendor to meet all SC Department of Revenue (SC DOR), SC Department of Health (SC DHEC), and the City of Florence Fire Department regulations (page 6).
- Vendor set-up begins at 6:00 a.m. on Festival Day. Friday night early check-in is available from 6:30 p.m. to 8:00 p.m. only if pre-arranged and your unit can be secured overnight. No additional security will be provided for vendors who choose to check in on Friday night. No Friday night check-in for vendors in 800, 900, or D-assigned spaces.
- All vendor vehicles must be moved off the street no later than 9:00 a.m. on festival day and food vendors must be ready to sell by 9:45 a.m. Vendor vehicles remaining on the street after 9:00 a.m. are subject to ticketing.
- Vendors must remain open and sales-ready until 7:00 p.m. Vendors are NOT ALLOWED vehicular access into the festival grounds until 8:00 p.m. Vendors are advised to bring dollies should they need to leave between 7:00 p.m. and 8:00 p.m. to transport goods to their vehicles. This also applies to vendors parked in festival ground lots.
- Vendors are responsible for their initial water supply. Water to refill hand-washing tanks will be available on-site. Ice will be available for purchase at \$4.50 per 16 lb. bag.
- All food vendors must serve from a self-contained unit or from under a tent. Tents, tables, and chairs must be provided by the vendor.
- Sales are limited to assigned spaces. No distribution, canvassing, flyers, yelling, nor vending of any kind may be done
  by strolling through the festival.
- A vendor packet containing your space assignment, entry pass, festival map, and any special instructions for entry
  and exit will be mailed to you at the mailing address provided in this application within two weeks of the festival.
   Copies of entry documents can also be emailed to you, but will not include the entry pass.
- All soft drinks/sodas/bottled water for resale must be purchased through the SC Pecan Music & Food Festival. Specialty drinks such as tea, lemonade, and fruit juice are excluded from this requirement. Vendors who wish to sell soft drinks should fill out the Pepsi Order Form on page 5.
- Payments returned by the bank for any reason will incur a \$30.00 fee and the application will be voided until suitable payment is received.
- Vendor fees include a 1-day City of Florence festival business license. Vendors are also required to have a SC Dept. of Revenue business license. For more information visit www.sctax.org.
- Limited electrical access is available for an additional fee of \$50.00. Electric service must be requested and purchased at the time of application. Electric service includes one outlet. If more than one outlet is required, additional charges will apply.

If you have any questions or concerns, please call the SC Pecan Music & Food Festival at 843-773-0011 or email <a href="mailto:pecanfestival@florencedowntown.com">pecanfestival@florencedowntown.com</a>.

Page 4 of 7 INITIAL:



#### **FOOD VENDOR POLICIES, CONTINUED**

PLEASE READ THE SC PECAN FESTIVAL FOOD VENDOR POLICIES CAREFULLY. BY SUBMITTING YOUR COMPLETED APPLICATION, YOU AGREE TO ABIDE BY ANY AND ALL POLICIES THAT MAY BE ESTABLISHED BY THE SC PECAN FESTIVAL COMMITTEE. VIOLATION OF ANY POLICIES WILL RESULT IN FORFEITURE OF YOUR VENDOR COMPLIANCE DEPOSIT.

- Vendors are responsible for leaving the space in the same condition as when the vendor arrived. Oil spills and/or damage to the space must be reported immediately to the vendor coordinator.
- No amplified music, yelling at attendees, megaphones, or speakers are allowed at vendor booths.
- If a vendor is rude or disrespectful to the public, event staff, or other vendors, they will be asked to leave the festival, no refunds will be given, and the vendor is subject to disqualification from future events.
- Vendors must initial and sign each space required in this application for submission to be considered complete.
   Incomplete applications will not be processed.
- Vendors are responsible for paying all associated vendor fees including the separate refundable deposit before their application will be considered complete and ready for processing.
  - All food vendors must pay a \$200 fully refundable vendor compliance deposit (separate payment), which will not be deposited if the vendor has abided by all festival policies. Vendors in violation of festival policies will forfeit their deposit.
- Vendors or their authorized designee are responsible for signing in at vendor check-in the day of the festival.

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#### **VENDOR FEES**

LEVEL DESCRIPTIONS	BASE PRICE	ADDITIONAL FEES	<u>FEE</u>
Platinum   50 ft. X 12 ft.	\$1,050.00	Electrical Access (one outlet)	\$50.00
Silver   25 ft. X 12 ft.	\$500.00	Late Fee (Required after 8/31/2025)	\$50.00
Bronze   25 ft. X 12 ft.	\$350.00		

### **REFUNDABLE DEPOSIT**

ALL FOOD VENDORS \$200.00 by check or money order <u>only</u>, <u>no cash</u>. The refundable vendor compliance deposit MUST be written as a separate <u>check</u> made payable to South Carolina Pecan Festival.

de payable to 30util Calollila Fecali Festival.
Base Price Level:
Electrical Access Fee:
Late Fee (Required after 08/31/2025):
Vendor Compliance Deposit (Refundable after 11/01/2025):\$200  Separate CHECK payment required for deposit.
Vendor Fee Total:

Please make checks payable to **South Carolina Pecan Festival**.

Remit to: SC Pecan Festival, 324 W. Evans Street, Florence, SC 29501
Via email: pecanfestival@florencedowntown.com Via eFax: 480-393-8800
Electronically submitted applications must include card payment verification code.

Page !	<b>5</b> of	7 IN	IITI <i>A</i>	۱L:			





City of Florence Fire Department Regulations for Food Trucks and Cooking Under Tents

PLEASE READ THE CITY OF FLORENCE FIRE DEPARTMENT COOKING REGULATIONS CAREFULLY. BY SUBMITTING YOUR COMPLETED APPLICATION AND INITIALING THIS PAGE, YOU ARE INDICATING THAT YOU HAVE READ AND AGREE TO FOLLOW ALL REGULATIONS. VIOLATION OF ANY REGULATIONS WILL RESULT IN FORFEITURE OF YOUR VENDOR COMPLIANCE DEPOSIT AND FIRE MARSHAL MAY EXPEL YOU FROM THE FESTIVAL.

### **Food Truck Regulations**

- The City of Florence Fire Marshal will conduct inspections of each food truck or trailer for compliance at the festival.
- All food trucks and trailers cooking on site must have proper fire extinguishers and hood extinguishing systems (if
  enclosed and produce grease laden vapors) with paperwork showing recent services and cleaning. (Section 319,
  2018 International Fire Code (IFC))
- A minimum of one (1) 2A:10BC fire extinguisher is required for grill or open-flame cooking (Section 906, IFC)
- Commercial cooking systems shall be of the type for protection of commercial cooking equipment and exhaust systems and shall be UL300 listed and labeled.
- ALL vendors with frying as part of the cooking process must have a class "K" fire extinguisher. (Section 906.4.2., IFC)
- Each vendor must have the required extinguisher(s) on site, in a secured position, and readily available.
- All extinguishers must have a current annual inspection and be tagged by a South Carolina licensed service provider.
- Open flame cooking devices shall not be operated within 10 feet of combustible construction (Section 308.1.4)
- Commercial kitchen hoods shall be serviced and cleaned to comply with Section 607.3.3, 2018 IFC.
- Portable LP Gas containers shall be securely fastened to prevent unauthorized movement, manufactured in compliance with the requirements of NFPA 58, and all piping and valves should be adequately protected to prevent tampering or damage. Gas alarms should be installed within the vehicle in the vicinity of LP gas system components and lines shall be services annually by an approved agency registered with US Dept. of Transportation.
- Food trucks or trailers that have a space designated for mounted generators must be secured. If a generator is not mounted, it must be located on the ground in such a manner that it will not cause any trip hazards or fume build-up inside the food truck or trailer.

### **Tent Cooking Regulations**

- All tents shall be adequately secured, roped, braced, and weighted to withstand the elements of weather and prevent collapse.
- Cooking tents shall be flame resistant with a permanently affixed acceptance label meeting NFPA 701 standards.
- Smoking shall not be permitted in tents, canopies, booths, or membrane structures. No smoking signs must be posted.
- LP-gas containers shall be located outside of the tent/canopy with safety valves pointed away from the tent/canopy. Freestanding LP tanks shall be at least five (5) feet away from any tent or booth.
- There shall be at least three (3) feet of clearance between deep fat fryers and charcoal cooking.
- Flammable and combustible liquids shall be stored outside in an approved manner and not under tents.
- Generators shall not be in or under tents, and should be located on the ground in such a manner that it will not
  cause trip hazards.
- All cooking tents and booths shall be equipped with a fire extinguisher with a minimum rating of 2A:10BC and it must be accessible at all times, even if you are using electrical power. Additionally, vendors using deep fat fryers shall also have a class "K" fire extinguisher accessible at all times.
- All required fire extinguishers shall be properly licensed and serviced by a fire extinguisher company within the past year.



### PEPSI ORDER FORM

ALL VENDORS SELLING SOFT DRINKS <u>MUST</u> PURCHASE THEIR PRODUCTS THROUGH THE SC PECAN MUSIC & FOOD FESTIVAL INCLUDING BOTTLED WATER. Handmade specialty drinks such as iced tea, lemonade, and fruit juices are allowed. The cost for Pepsi products purchased through the festival is \$24.00 per 20 20oz. bottle case.

The SC Pecan Festival also has 16-lb. bags of ice available for purchase at \$4.50 per bag. Vendors are responsible for their initial water supply for hand-washing stations; however, a refill station will be made available as indicated on the vendor map.

Please indicate the Pepsi products and quantities below that you need.

	Quantity	Subtotal
Product	(20 20-oz bottles per case)	(\$24.00 per case)
Pepsi		
Diet Pepsi		
Mountain Dew		
Diet Mountain Dew		
Sierra Mist/Mist Twist		
Sunkist		
Aquafina Bottled Water		
	TOTAL CASES	TOTAL DUE AT PICKUP

### **ICE ORDER FORM**

Product	Quantity (16-lb. bags)	Subtotal (\$4.50 per bag)
Ice	(20 10 10 10 10 10 10 10 10 10 10 10 10 10	(4 mes ber 1998)
	TOTAL BAGS	TOTAL DUE AT PICKUP

### DO NOT SEND PEPSI PAYMENT WITH YOUR PECAN FESTIVAL APPLICATION.

PAYMENT IS DUE AT PICK-UP. CASH AND DEBIT/CREDIT ONLY. CHECKS REQUIRE VALID DL NUMBER.

Pepsi products will be available for PICK-UP on the morning of the festival between 8:00 a.m. and 6:00 p.m. The Pepsi product pick-up location will be indicated on the festival map and will be included with your vendor packet. The SC Pecan Festival recommends that vendors bring dollies to transport product to vendor booths. Vehicles will not be allowed in the festival grounds after 9:00 a.m.

Vendors may purchase additional products during the festival at the Pepsi truck as indicated on your festival map. Prices on festival day will be the same as pre-order. Bags of ice will also be available for payment and pick-up on festival day and will be located in the same area as the Pepsi pick-up.

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