



Festival Vendor Rules

Welcome Vendors

Thank you for your interest in participating as a vendor at our festival! This one-day rain-or-shine event draws thousands of attendees to celebrate with the community. Please read these rules carefully to understand all vendor responsibilities and requirements.

By participating as a vendor at our festival, you the vendor expressly release the City of North Myrtle Beach, City of North Myrtle Beach employees and the lessors/owners of the exhibit equipment of any and all liability for loss, theft, damage or destruction of property, nor for any injury to vendors or its employees while in the Festival Grounds.

Accepted vendors will receive detailed information the week of the festival. Application and acceptance dates are available at parks.nmb.us.

1. Vendor Eligibility

The City of North Myrtle Beach reserves the right to determine whether any vendor, product, or display is eligible for inclusion in the festival. The City retains full authority over booth placement and operations.

The event is rain or shine. No refunds or transfers will be allowed unless the event is canceled or postponed by the City.

Photos (max 5) must be emailed separately to nmbrecreation@gmail.com showing both your setup and items for sale. Applications without photos by the application deadline will NOT be considered, regardless of prior participation.

Prohibited actions/items include:

- Smoking (cigarettes, vapes, marijuana, pipes, cigars, etc.)
- Consuming alcoholic beverages
- Drugs or drug paraphernalia
- Explosives, fireworks, or aerosol-propelled items, stink bombs or any item requiring ignition
- Guns and other weapons (items such as knives/swords require prior approval to be sold)

The vendor acknowledges and agrees that his/her exhibit shall be admitted and shall be permitted to remain on the festival grounds only upon continued strict compliance by the vendor with the terms and conditions of this agreement. Notwithstanding such compliance, the City of North Myrtle Beach reserves

the right to reject or remove a vendor's exhibit, in whole or in part, from the festival grounds for any reason whatsoever. No portion of the rental fee shall be returned if the rejection or removal occurs upon violation of this agreement.

2. Vendor Space & Setup

Standard booth space: 12' wide x 10' deep. Exhibits must remain within this space and not extend into walkways or adjacent areas. Additional space requires the purchase of an extra 12'x10' space. Booths must align with the curb for pedestrian safety. Please refer to the festival website for up to date fees for each event.

You **MUST** be present for the duration of the event. We do not allow vendors to break down early or arrive late to the festival. Please ensure you can be present for the times listed plus time for set up and break down for the festival as listed on the website.

Decorations are encouraged! Non-food vendors may enter the "Best Decorated Booth" contest for a chance to win one free booth space at a future festival within 1 year of winning.

Businesses with a physical location in the festival space are limited to one (1) space near their storefront. Acceptance is not guaranteed, and an application must be filled out with all fees paid. Vendor fees are the same for businesses within the festival space. Please refer to the event website for fees.

If you are accepted as a vendor and do not show up on festival day, arrive after the check-in period, or do not have your booth broken down by the designated time, you will immediately forfeit the right to future participation in all festivals managed by the City of North Myrtle Beach for **a full calendar year**. Any applicable registrations fees are still due to the City of North Myrtle Beach and no refunds or transfers will be considered. We reserve the right to deny you entry into the festival, with no refund or transfer of fees, if you arrive after the check-in period.

3. Vendor Limitations

- The festival limits similar vendors to maintain variety. Vendors excluded from a festival for this reason will be cycled back in at a future festival. Due to the large number of applicants with duplicate products/services, we cannot guarantee a vendor's entry into every festival. Application fees are non-refundable and cover evaluation of your application. Fees are not refunded for vendors not accepted into the festival.
- Location requests are not evaluated; vendor placement rotates with each festival. The City reserves the right to move any vendor on the day of the event for any reason to maintain a safe and effective environment for all vendors, City services, and the community.
- No attaching items to trees, poles, or street signs surrounding the space.
- No chairs, items, or other equipment can be set up on the sidewalks or walkways.
- No roaming sales, distributions, or collections – all staff/volunteers must remain within their space.
- No music or signage outside your space.
- All distributed items and materials must be approved by the City.

- Only service animals or those directly related to your business (with prior approval) are allowed within your space.
- Only approved food vendors may sell beverages/food per SC Department of Agriculture.
- Vendors may not sublease space and must comply with SCDOR tax requirements.

4. Electricity/Water/Generators

- Electricity and Water access is limited and must be requested in the application. There is no additional fee to use these services, but you must fill out the application entirely so we can evaluate what it is being used for and how much you need to best accommodate all applicants.
- If access to either is permitted, you are required to bring all necessary equipment to utilize these services, including proper length of extension cords with the correct plugs to fit the outlets, containers to transport water from spigots to your vendor space, etc.
- Vendors are not permitted to directly wire or disconnect any electrical service.
- The City will provide a hose at the fire hydrant to prevent flooding and leaks on and around the hydrant areas/roads. You are not permitted to disconnect this hose or use your own at the hydrants or safety reasons.
- Generators are NOT allowed unless pre-approved and inspected by NMB Fire Department. You may request to use a generator in the application. You must complete the application entirely and state your type of generator and why you need it. You will be notified by Parks and Rec if your application for a generator is approved when you receive your acceptance email for the festival.

5. Additional Rules for Food Vendors

Liability Insurance Requirements

Proof of liability insurance (\$1 million minimum) must be submitted upon acceptance as a Certificate of Insurance (COI) to nmbrecreation@gmail.com. North Myrtle Beach Parks and Recreation – 1030 Possum Trot Rd., NMB, SC 29582 can be listed as an additional insured. Failure to submit a COI prior to 48 hours prior to the festival date will exclude you from the festival with no refund of the festival fees.

Signage & Booth Appearance

Signage limited to: one top banner (12–24” tall) and up to two table banners across the bottom, no higher than the tabletop. Feather flags must remain inside booth space. No stacked banners or flags on tent tops. Please refer to Addendum A & B at the end of the rules to reference types of set-ups we do and do not allow in our festivals.

You must provide signs displaying the type of food and cost, but they must remain within your booth space. Signs cannot be placed in the pedestrian walkways, outside your designated purchased area, or any other location within the festival boundaries.

Safety & Compliance

Vendors must furnish their own fire-retardant tent, tables, and equipment to be used during the festival. Beverages must be served in plastic, aluminum, or paper containers.

Protective covering (roofing/tar/Tyvek paper) must be placed beneath booths. Grease must be disposed of properly—no dumping in drains or on the ground. Receptacles will not be provided. Any vendor who pours grease down a storm drain will be ticketed, prosecuted, and not invited back to future festivals.

All vendors must comply with SC Department of Agriculture and NMB Fire Department regulations and inspections. Noncompliance may result in exclusion from future festivals and forfeiture of fees.

Clean-Up

Food vendors must remove all trash and boxes to designated receptacles for food vendors.

Addendums

Addendum A: Examples of Food Vendor set ups we DO allow in our festivals:



Addendum B: Examples of Food Vendors set ups we DO NOT allow in our festivals:

