



## 2021 FOOD VENDOR APPLICATION

**Location:** The Columns Plantation  
5001 Rankin Plantation Road  
Florence, SC 29506

**Date:** Saturday, Sept 25, 2021 – 9:00 AM – 5:00 PM

### **PARTICIPANT PROCEDURES & RULES**

Any vendor wishing to be accepted as a food concessionaire for hot and/or cold food items and/or beverages must adhere to the following rules and policies:

**APPLICATION DEADLINE:** Saturday, August 22, 2021 – **NO EXCEPTIONS**

**SET-UP TIMES:** Friday, Sept 24 between 10:00 AM and 4:00 PM and/or Saturday, Sept 25 between 7:00 AM and 8:30 AM

### **UNLOADING/SET-UP/TAKE DOWN EXPECTATIONS:**

- **Upon arriving, vendors must first:** Check in at the Admission Gate where you will be provided with the following:
  - Admission Tickets – It will be **your** responsibility to ensure tickets for staff arriving separately be delivered to the Admission Gate Will Call.
  - For each 10'x20' Exhibit Space, you will receive:
    - Two (2) General Admission Tickets (\$10.00 value each)
    - One (1) complimentary Parking/Unloading Pass
  - Site Map
  - Vendor Parking Pass – Valid to unload and park ONE refrigerated food truck/trailer at your exhibit space.  
**Note:** Additional vehicles will be required to park in the General Admission Parking.
- **VEHICLE ACCESS TO FOOD COURT WILL BE GRANTED DURING SET-UP TIMES ONLY.** Vendors will **NOT** have access to drive on the festival grounds after 8:30 AM Saturday until the festival has ended.
- Vendors must begin loading vehicles within 30 minutes following completion of the Closing Ceremonies and complete loading no later than 8 pm.

### **RENTALS**

#### **1. TABLES AND CHAIRS:**

- **MUST BE PRE-ORDERED (see pricing on page 3).** Additional items will **NOT** be available at the festival.
- Vendors can use personal tent(s).
- Vendors can use personal generators

### **SPECIFIC REGULATIONS**

- **Alcohol/liquor sales** prohibited – vendors will **NOT** be permitted to sell alcoholic beverages of ANY KIND at this festival.
- **Consumable Goods** – Vendors must read the attached DHEC Special Events Brochure if selling

- **Health Department & Code Enforcement** - Regulations must be met by all concessionaires as required. Failure to comply with regulations and/or service of unapproved menu items will cause a vendor to be closed by inspectors from either department. Each booth must be ready for inspection by Saturday at 8:30 AM.
- **Flame Proof Certificate** – All tents and awnings must have a “flame-proof” certificate, preferably sewn onto the tent material.
- **Cooking/Propane** – Must be 10 feet outside of tents.
- **Extinguisher** – Each vendor must have a K Type Extinguisher.
- **Deep Frying** – Vendors are responsible for storage of fryer fats and/or oils in covered containers. Vendors must remove fryer fats/oils from festival grounds when vacating booth. Deep fryers are NOT ALLOWED under any part of your tent or awnings.
- **Exclusive Rights** – Concessionaires will NOT be granted rights to sell or market any particular food or beverage product at the festival.
- The concessionaire shall be liable for any damage it causes to the property. **Concessionaire is required to dispose of trash, boxes, fats/oils, etc..** Your area must be cleared of all personal trash and will be inspected and documented via photograph at the conclusion of the festival. **Violators will receive a \$300.00 invoice post-event.**

**LODGING INFORMATION**

- Discounted hotel rooms will be available at several local hotels. Please see the TICKET tab for the Swamp Fox Highland Games and Celtic Festival on the website – [www.swampfoxgames.com](http://www.swampfoxgames.com)
- We are working to provide a camping option.

**VENDOR CODE OF CONDUCT**

As a potential vendor of the Swamp Fox Highland Games & Celtic Festival, I agree to maintain a high level of professionalism while representing my company in the Food Court. As a potential vendor, I promise to conduct business in a way that is respectful to the other merchants in attendance. I will not behave in a way that can be perceived as harmful or detrimental to any other vendors or the attendees of the festival.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

Please keep in mind the Swamp Fox Highland Games and staff are a volunteer driven group.

## 2021 FOOD VENDOR APPLICATION

**All applications must be received no later than August 22, 2021**

Business Name \_\_\_\_\_

Contact \_\_\_\_\_

Business Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

\*Email Address \_\_\_\_\_

Food Available \_\_\_\_\_

\*Email address must be included as we will be sending additional information to each vendor

**EXHIBIT SPACE AND EQUIPMENT RENTAL**

**\*EARLY REGISTRATION DISCOUNT:**

Take \$50.00 off exhibit space if you return all of the following: Completed Application, Payment in Full and Certificate of Insurance (\$1,000,000 aggregate minimum) listing the Swamp Fox Highland Games and the City of Florence as additionally insured. All items must be postmarked by August 1, 2021 and all three items must be enclosed for discount to be valid.

\*Prices prior to August 1, 2021 – Discount already applied

Items	Cost/Item	Quantity	Total
10'x20' exhibit space (4 tickets, 1 parking pass – TENT NOT INCLUDED)	\$200		
10'x30' exhibit space (6 tickets, 2 parking passes – TENT NOT INCLUDED)	\$300		
20'x20' exhibit space (8 tickets, 3 parking passes – TENT NOT INCLUDED)	\$350		
8 ft. table	\$15		
Chairs	\$4		

Prices if received between August 1 – August 22, 2021

Items	Cost/Item	Quantity	Total
10'x20' exhibit space (4 tickets, 1 parking pass – TENT NOT INCLUDED)	\$300		
10'x30' exhibit space (6 tickets, 2 parking passes – TENT NOT INCLUDED)	\$400		
20'x20' exhibit space (8 tickets, 3 parking passes – TENT NOT INCLUDED)	\$425		
8 ft. table	\$15		
Chairs	\$4		

**AWARD DONATION**

\_\_\_\_\_ \$50 Trophy    \_\_\_\_\_ Clan    \_\_\_\_\_ Heavy Athletics    \_\_\_\_\_ Festival Contest    \$ \_\_\_\_\_

## PAYMENT DETAILS

**Sorry, NO Refunds for any reason**

**Event is a Rain or Shine Festival**

**Check** enclosed made payable to the **Swamp Fox Highland Games/Heaven's Hope Inc**

**Credit Card**     Visa     MC     AMEX

Name on Card \_\_\_\_\_

Account Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ CV Code \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

Email Address for Receipt \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

### SUBMIT APPLICATION VIA MAIL

Swamp Fox Highland Games  
PO Box 13875  
Florence, SC 29504

SUBMIT APPLICATION VIA EMAIL **ONLY** if paying by credit card.

[directorSFHG@gmail.com](mailto:directorSFHG@gmail.com)

We thank you for your support and dedication to the Swamp Fox Highland Games. For more information, please visit [www.swampfoxhighlandgames.com](http://www.swampfoxhighlandgames.com) or contact us at [directorSFHG@gmail.com](mailto:directorSFHG@gmail.com)

*I have read and understand the rules and regulations listed on this form and wish to be entered in the events listed above. I hereby, for myself, my heirs, executors assign, waive and release any and all rights and claims I may have for damages against the Swamp Fox Highland Games, the City of Florence, sponsors, their agents or representatives for any injuries which may be suffered by me attending, participating in or travelling to or from the Swamp Fox Highland Games.*

\_\_\_\_\_  
Signature