

Vendors' General Information

Festival Hours: The Georgia Peanut Festival is the third weekend in October,

Friday 7 PM until 11 PM **Saturday** 8 AM – 4 PM.

Location: The Georgia Peanut Festival takes place in designated areas on the streets that are blocked around Jeffords Park and in Jeffords's Park, Sylvester, GA.

Vendors: The Georgia Peanut Festival is limited to 100 vendors. Vendors are accepted based on their merit to the festival. Vendors are not allowed to "give away" any items that may be purchased at the festival i.e., bottled water, baked goods, etc.

Attendance: The Georgia Peanut Festival is a 2-day festival. Vendors must staff and keep booths intact during festival hours.

Self-Addressed Stamped Envelope: Please include a **self-addressed stamped #10 business envelope** with your application so we may send correspondence back to you. All confirmations of acceptance to the show will be done by mail. **NO REFUNDS WILL BE ISSUED AFTER A CONFIRMATION NOTIFICATION HAS BEEN SENT.** All denied applications will be returned with the reservation fee.

Approved Products: Vendors may only sell items approved by the Georgia Peanut Festival. Vendors must list ALL products and prices that will be sold from your booth. Only items listed on your application and those subsequently approved prior to the festival can be sold. **In addition, vendors may only sell Coca-Cola Products and they can be purchased on-site. We will provide our local Coca-Cola distributor with an official vendor list, and they will reach out to you for your product order. THIS WILL BE MONITORED.** If you violate our approved list, you will be asked to remove the item from your menu, and you will jeopardize future participation in the festival.

Health Permits: Obtaining a Sylvester/Worth County Health permit is the **SOLE RESPONSIBILITY** of each vendor. You must obtain your permit one month prior to the festival. No permits will be issued after the deadline. The health department will examine booths, if you have not applied for a permit, you will not be allowed to set up at the festival. For questions concerning required licenses, permits, etc., please contact the **Worth County Health Department directly at 229-777-2168. After receiving approval from the Health Department, you must call the City of Sylvester at 229-776-8505 to get your temporary food permit.**

Tax: 8% sales tax is applicable to any item sold and as the vendor, you are solely responsible for this tax. You are responsible for any permits required by any state or local agencies to participate in the festival.

Registration fees: Fees will be deposited **ONLY** if the applicant is accepted. Registration fees will be returned to those applicants who are not accepted. A \$35 fee will be assessed for any returned check. **A \$50 late fee will be assessed to those vendors who apply after September 4th, 2023.**

Booth Setup: All Food vendors participating in the Festival on Saturday only: Set up times **Friday:** 10:00 AM until 6:00 PM **Saturday:** 5:30 AM until 7:30 AM and ready to begin sales at 8:00 AM and not dismantle prior to 4 PM on Saturday, **October 21, 2023. All vehicles must be out of the park prior to the setup time.**

NO EARLY SETUPS ARE ALLOWED. Vendors' tents/setup must not infringe upon neighboring spaces or public areas. ONE SPACE IS 12X12. If you need additional booth space, you must pay an additional booth fee.

Booth Sub-let: Booth space allocated under this contract is for the below-signed vendor and may not be subleased. Any vendor subletting will not be invited back the following year. **NO EXCEPTIONS**

Electricity: Electricity is available for an additional fee. Applicants who require electricity must indicate it on their application, but they must provide their own electrical extension cords. Vendors may bring a generator; however, it must be indicated on the application. **Electric Capacity – (1) 120 volt- 15 amp per booth.**

Vendor information Cont.

NO LOUD GENERATORS. Loud generators that prevent communication at a normal tone or disturb other vendors and festival patrons are prohibited. If you believe your generator falls into this category, you should not set up within the interior of the park and should set up on the outer perimeter of the park with the generator pointing away from the interior of the park.

Restrictions: Vendors are prohibited from selling smoke or stink-type bombs or toys.

Water: Water is available at certain locations in the festival layout.

Tent Weights: To protect not only the vendor's merchandise but also to protect that of neighbor vendors, the festival requires that all tents must be weighed down.

Photographs: Vendors are required to submit three, 4-x-6-inch photos of the work you want to exhibit. **Applications received without photos will be returned.** Accepted vendors' photos will not be returned.

Vendor Parking: NO VEHICLES OF ANY KIND may remain on the festival grounds. All vendors **MUST PARK** in area reserved for vendor parking. Vendors will be given one parking pass. Failure to comply will be subject to **POLICE INTERVENTION AND TOWED AT VENDORS EXPENSE.**

Camping: R.V. campers and any overnight camping are not allowed in the vendor area. R.V. parks will be sent with an acceptance package.

Security: The City of Sylvester Police Department provides security from 6 PM, Friday, through 5 PM, Saturday.

Inclement Weather: The event will not be rescheduled or canceled due to weather. Exhibitors must supply protective coverings/equipment needed to display their work. There will be no refunds.

Payment: Mail checks made payable to the Georgia Peanut Festival at PO Box 40 Sylvester, GA 31791. Include with this signed application, photos, and a **stamped, self-addressed business-size envelope.** Please be sure to attach adequate postage to cover the return of your photos and check (if you are not accepted to the festival).

Application Due Date: All applications are due by September 4th, 2023. Applications received after this date will be charged a \$50 late fee and will be accepted on a first-come-first-served basis and will be judged based on their merit to the festival. Once accepted to the festival, no refunds will be made for cancellation, non-appearance, inclement weather, or acts of God. We will not process your fees until you have been accepted. Once accepted, you will receive an acceptance letter, followed by your participant packet with all your set up information no more than two weeks prior to the festival. If you would like your photos returned, please attach adequate postage to cover their return.

RELEASE

I have received, read, and agreed to the regulations furnished to me by the Georgia Peanut Festival and acknowledge that by payment of the above fee, the Georgia Peanut Festival, the Sylvester-Worth County Chamber of Commerce, and the City of Sylvester are released, and held free from liability for any loss or damage to person, property, costs, expenses, loss of service, on account of, while engaged in, or in any way growing out of the Georgia Peanut Festival. I understand all vendors participating in the 2-day Festival must be set up by 6:00 pm on Friday and not dismantled prior to 4:00 pm on **Saturday, October 21, 2023**. All vendors participating in the Festival on Saturday only must be set by 7:30 am on **Saturday, October 21, 2023**, and not dismantled before 4:00 pm on Saturday. Failure to follow these hours will result in forfeiting participation in 2022.

PLEASE SIGN & RETURN BEFORE SEPTEMBER 4th, 2023.

Vendor Name: _____

Address: _____

City _____ Zip _____

Email address: _____

Authorized Signature _____ Date _____

Submission Checklist

- o Check/Money Order made payable to Georgia Peanut Festival.
- o If applying after September 4th, 2023, include a \$50 late fee.**
- o Include a self-addressed and stamped envelope.
- o Include a list of all items for sale and have included prices.
- o Include (or upload) three photos of your work to accompany your application and one of your booths.**
- o Include Signed Contract
- o Obtain Health Permit (one month prior to the festival)
- o Mail to: **Georgia Peanut Festival PO Box 40, Sylvester, GA 31791**