



## LORIS BOG-OFF FESTIVAL VENDOR APPLICATION

The **41<sup>st</sup> Annual Loris Bog-Off Festival** will once again be held in beautiful downtown **Loris, South Carolina** on **October 17, 2020**. Our goal is to present a quality, family-oriented festival. Please read all rules and guidelines to ensure a fun and safe day for all. For more information, visit our website at [www.lorischambersc.com](http://www.lorischambersc.com), email at [loriscoc@sccoast.net](mailto:loriscoc@sccoast.net), or call the Chamber Office at 843-756-6030. Estimated attendance 30,000.

<b>Vendor Type</b>	<b>Size</b>	<b>Fee</b>
<b>Arts &amp; Crafts Vendor</b>	10'x12'	<b>\$90</b>
<b>*Food Vendor</b>	10'x20'	<b>\$300</b>
<b>Retail Vendor</b>	10'x12'	<b>\$125</b>
<b>Non-Profit</b>	10'x12'	<b>\$45</b>
<b>Add For Electrical Access</b>		<b>\$40</b>

**Late Fee (after October 1, 2020) Cash only after deadline date. \$20**

Notes: All fees are Non-Refundable. Rain or Shine. No beverage sales allowed. Approval of all booths will be based upon space availability and at the discretion of the Festival Committee.

**\* The vendor fee includes a one day business license that is required by the City of Loris.**

### EXHIBIT HOURS

**Move-In Begins**                      **October 17, 2020 6:00 AM (5:00 AM for food vendors only)**  
**Move-In Ends**                        **October 17, 2020 8:00 AM**  
**Show Hours**                         **October 17, 2020 9:00 AM — 5:00 PM**

\*NOTE: Free Standing canopies are recommended!! **NO ANCHORING ALLOWED**. No one will be allowed to unload before 6:00 AM or to load up before 5:00 PM. **All food vendors are required to have a tent or canopy.**

### RESTRICTED ITEMS

Fireworks, explosives (including Pop-caps), **guns of ANY TYPE**, knives, silly string, inflatable guns, baseball bats, any items that may be considered profane, etc. Items are subject to approval by Festival Committee.

### REMINDER

**All applications must include:**

1. Applicable entry fees (Booth Fee, Electrical Fee If Needed, Late Fee If Applicable)
2. Completed Application (Provide All Requested Information. Applications Will Be Reviewed!)
3. SC Retail Tax License Number (Craft, Retail, & Food Vendors)
4. Food Inspection Form (Food Vendors Only)
5. Photo of Booth & Contents (**For first time vendor at this festival**)
6. Certificate of Insurance

**APPLICATION DEADLINE: OCTOBER 1, 2020**

**RETURNED CHECK FEE: \$25**

**All checks should be made payable to Loris Bog-Off Festival. Cash only after deadline date.**

**PLEASE MAKE SURE TO READ PAGE 2 FOR NEW RULES & REGULATIONS.**

## **ALL VENDORS REQUIREMENTS:**

**South Carolina Retail Tax License** - A current South Carolina Retail Tax License must be available at your booth on Festival Day. Each exhibitor and food vendor must collect and pay South Carolina Sales Tax. Please read the attached letter from the Department of Revenue.

### **Insurance:**

Each vendor must provide a certificate of insurance naming the Loris Chamber of Commerce as an additional insurer. Please provide certificate with your application or to the chamber office no later than October 1, 2020. The chamber will not be collecting fees for insurance this year. You must contact them directly. We have used [www.actinsurance.com](http://www.actinsurance.com) in the past but you are not limited to that company. If you decided to use actinsurance.com they have provided us with a \$10 off code. Code Coupon: Loris2020

### **Booth Space:**

We recommend that your space be covered with a tent if you are not in a trailer. Sandbags or other weights are also recommended because no staking is allowed. No combustible materials are allowed under the tent (e.g. Hay, Straw, Wood Shavings, etc.), No Smoking under tents, No Generators allowed under tent – a minimum of 10' clearance is required.

## **FOOD VENDORS REQUIREMENTS:**

**South Carolina Department of Health** – All food vendors are subject to inspection by SCDHEC and must fill out a food inspection form. A DHEC form will be mailed to all food vendors after their application has been received and approved by the Loris Bog-Off Festival Committee.

### **Booth Space:**

\*If you are using a food truck, please provide the measurement of the trailer including hitch. The spaces provided are 20 feet wide. If more room is required an additional cost will incur. Vendors will be required to pay \$150 for each additional 10 feet. Spaces are limited by items sold.

All food vendor's spaces must be covered (tent, trailer, etc.).

No Deep Fryer under tent, Class K Fire Extinguisher for anyone with a deep fryer, all cooking appliances and propane cylinder location subject to LFD Fire Code Official approval and all cooking tents with open flames shall be labeled as Fire Retardant.

### **Beverages:**

NO BEVERAGES CAN BE SOLD AT THE FESTIVAL.

No sodas, water, tea or any other beverages can be sold at the festival.

No lemonade can be sold except for lemonade vendors.

If you wish to sell tea and/or lemonade, you can pay an extra fee of \$100 to sell these items.

### **Ice Sales:**

The Loris Chamber of Commerce will be selling ice at the festival. Please let one of our staff members know if you need ice on the festival day.

# Vendor Application



Please complete this application and mail to:  
**LORIS CHAMBER OF COMMERCE**  
PO BOX 356  
LORIS, SC 29569

Please print all information.

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: (    ) \_\_\_\_\_ Night Phone: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Food Booth \_\_\_\_\_ Craft Booth \_\_\_\_\_ Non-Profit \_\_\_\_\_ Retail \_\_\_\_\_

Electrical Hook-Up: Yes \_\_\_ No \_\_\_ Number of Booth Spaces Rented \_\_\_\_\_

Please include voltage/amps \_\_\_\_\_ # of prongs \_\_\_\_\_

Type of Food Sold: \_\_\_\_\_

**Description of Booth Contents:** Be Specific—Subject to Approval! Include booth size. Please include picture of your display for first time vendors to this festival. **You must include all products that will be sold. You could be asked to leave on festival day if you have unapproved items. No partial booth spaces will be sold. You must purchase enough space for your display.**

\_\_\_\_\_  
\_\_\_\_\_

**South Carolina Retail Tax License** (if applicable)

\_\_\_\_\_

Have you participated in this event before: \_\_\_Yes \_\_\_No

How did you learn about the Festival: \_\_\_\_\_

The undersigned agrees that the Loris Chamber of Commerce, Loris Bog-Off festival and it's successors is not responsible for loss or damage or personal injuries to, from or during the Festival and releases claims there from. It is further agreed that the undersigned will abide by all the rules and instructions set forth by the Festival Officials. I further allow Loris Bog-Off Festival permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for legitimate reasons. I also release the Loris Bog-Off Festival/ Loris Chamber of Commerce from any and all liability for loss or damage to property or merchandise due to theft, fire, storm, flood and damages through any force of nature otherwise.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_