



Blue Crab Festival, Inc.

Post Office Box 736
Little River, SC 29566

VENDOR INFORMATION Rules and Regulations for Business Vendors

1. The Little River Blue Crab Festival will be held on the waterfront in historic Little River, SC on May 14-15, 2011. Festival hours will be from 9am–7pm on Saturday and 9am–6pm on Sunday. All vendors are expected to remain open during the festival hours.
2. **DEADLINE.** The absolute deadline for entries will be May 1, 2011, or until all spaces are filled.
3. **BOOTH SPACES** are 10' x 10' and should be covered by a tent or awning. No flat top tarps will be allowed. Booth rent for business vendors is \$300.00 for the 10' x 10' space if application received by festival committee prior to February 1, 2011. After February 1 venter booth space will be \$350.00. If additional space is required, one additional booth can be rented for \$200.00, giving the vendor a space of approximately 10' x 20'.
4. **ELECTRICITY** is limited and is available on a first come-first serve basis. The fee for electricity is \$25.00 for up to 20 amps.
5. **SOUTH CAROLINA SALES TAX.** Each vendor is responsible for collecting and paying South Carolina sales tax. The South Carolina Department of Revenue will be on site and will request to see a sales tax number of each vendor. If you do not have a sales tax number, contact the South Carolina Department of Revenue in Columbia, SC. No additional county or state permits will be required in that each vendor falls under the festival's umbrella festival permit. There will be SC Department of Revenue applications available when you sign in as well.
6. **VENDOR SET-UP.** Due to local business parking obligations, vendors will not be able to set up until after 1:00 am on Saturday morning (Friday night.) In a few cases, vendors might be able to set up on Friday afternoon or early evening. Determination of set-up cannot be made until check- in on Friday. All vehicles must be removed from the festival area no later than 8:30 am on Saturday and Sunday mornings.
7. **VENDOR BREAK-DOWN.** No vendor will be allowed to bring a vehicle into the festival area to break-down until after 6:00 pm on Sunday, May 15. All vendors must be out of the festival area no later than 11:30 am on Monday, May 16. **ANY VENDOR LEAVING THE FESTIVAL DURING THE FESTIVAL HOURS OR NOT RETURNING TO THE FESTIVAL FOR THE SECOND DAY, WILL NOT BE PERMITTED AT FUTURE FESTIVALS.**
8. **PARKING.** Reserved vendor parking has always been a problem for the Blue Crab Festival due to the fact that there are no available lots in the immediate vicinity of the festival. However, it is the intent of the festival committee is to have available vendor parking through private property owners. We will strive to have vendor parking as close and convenient as possible. Early arrivers to the festival should have no problem obtaining parking.

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9. **SECURITY.** Festival management is not responsible for vendor products or booths. The festival will employ private security on the grounds on both Friday and Saturday evenings through 8 am on Sunday morning.
10. **SPACE ASSIGNMENT.** Whenever possible, space assignment will be made by the festival committee in keeping with the desires of the exhibitor. Final determination of the space assignment is reserved by the festival committee and assignments may be made or changed anytime in the best interest of the show. Once assigned a space, the vendor cannot move their space to another location without specific approval of the committee.
11. **CLEAN-UP.** Each vendor is responsible for their own trash during the festival. Vendors must provide their own trash bags and remove trash to dumpsters provided by the festival. After the festival closes on Sunday, the vendor's area must be clean and all trash removed from the site.
12. **GATE PASSES.** Each vendor will be provided with two (2) vendor badges at no charge. Passes for additional workers are available for \$5.00 per pass and are good for both days of the festival.
13. **CHECK-IN.** Vendor check-in time will be provided to the vendor at the notification of acceptance. All vendors must adhere to the check-in times. The committee will do everything possible to ensure that the vendor has easy access to their assigned space.
14. **LIABILITY.** All vendors are responsible for insuring his own exhibit, personnel, display, and materials from any damage or loss through theft, fire, accident, or other cause. It is expressly understood and agreed by the vendor that he/she will make no claim of any kind against the Little River Blue Crab Festival, Inc. for loss, damage, theft, or destruction of goods or exhibit; nor, for any injury that may occur to himself or his employees during the festival of any nature.