

BETHLEHEM DAY FESTIVAL Saturday, September 15th, 2018 10:00 am - 4:00 pm
General Information—Rules and Regulations

Submit Vendor Application and Registration Fees by September 7th, 2018. Cost \$30 per space paid by check or money order payable to: BCDA~PO Box 6370, Bethlehem Station, Hickory, NC 28603 A \$25 Service Charge applied on returned checks.

- 1)** Vendors with similar products will be located throughout the festival and not next to each other. Please clearly indicate your product on the application form. The Event Coordinator will assign booth locations based on product. Only one name brand retail vendor per product (Example: AVON) will be accepted in the festival.
- 2) SPACES: All spaces are 12' x 12'** on pavement or grass. Any pop up tent larger than 12' x 12' will be charged an additional \$30 fee. Vendor set up will begin at 7:00 am Saturday morning the day of the event. Each vendor will be scheduled a specific time to arrive and set-up. (Setting up the night before is **NOT PERMITTED**) Displays must be set up by 9:30 a.m. on the day of the festival. **All vehicles must be off the street by 9:00 am! Early arrival vendors must wait in the North Parking Lot until scheduled setup time.**
- 3) ELECTRICITY:** We have limited hookups available for \$30 on first come basis. The vendor/crafter will have to supply heavy duty drop cords for hookups (ONE for each applicant). Only 110 volts are available and only three (3) electrical appliances are permitted per vendor per plug. You will be allowed to use your own generators. **Applicant MUST indicate on registration form if using power and/or a generator.**
- 4) TENTS/TABLES:** Vendors/crafters will need to supply their own flame proof tents or canopy and tables. Each vendor must have a charged fire extinguisher. You must abide by the county Emergency Services regulations.
- 5) CLEANUP:** Vendor/crafter will be responsible for cleanup of their space. Trash bins will be available. **DO NOT POUR OUT ANY LIQUID OR GREASE! PUT IN LEAK PROOF CONTAINER and TAKE IT WITH YOU!**
- 6) Vendors are required to stay until the end of the festival, which ends at 4:00 p.m.** It is dangerous to move vehicles onto the streets before the end of the festival. Leaving early will void an invitation to attend **the festival in the future. All take down must be completed by 5PM as streets will be opened for traffic.**
- 7)** After fees are paid and applications are processed you will receive an email confirmation. A second email will be sent three days prior to the festival with your assigned time for arrival and set-up. If you arrive early you can wait in Dr. Rider's parking lot at 1231 Shiloh Church Road.
- 8)** Please make sure that your address, phone number and email address are correct on the application.
- 9)** There is **NO RAIN DATE** for this event and there will be **NO REFUNDS. BCDA is a Non-Profit organization and all application fees will be considered a tax deductible donation.**
- 10) NO ALCOHOLIC BEVERAGES! No music in Vendor tents.**
- 11)** The BCDA Information Booth will be available located near the intersection of Hubbard Road, Rink Dam Road and Shiloh Church Road near the Bethlehem Library property.
- 12)** This is a family-oriented festival—please sell only clean, decent merchandise. Illegal and indecent sales will not be tolerated.
- 14)** Food vendors must follow Alexander County Health Department (828-632-9704) guidelines for food permits, etc.

For additional information contact (828) 234-6690 or bethlehemday@gmail.com **BCDA will not be responsible for any lost, stolen or damage to property or personal injury.**