



AUTUMN JUBILEE

October 3 & 4, 2020

6800 Bringle Ferry Rd., Salisbury, NC 28146

Phone: 704-216-7815

**PLEASE READ THE FOLLOWING RULES & REGULATIONS CAREFULLY
AS THERE HAVE BEEN A FEW CHANGES.**

You must initial by each item. Your application will not be accepted if you do not initial.

_____ Application and full payment must be received by Autumn Jubilee staff by August 31, 2020. Vendors requesting their 2019 sites must return their application and full payment by July 31, 2020.

_____ Vendors are required to attend both days of the scheduled event. There is no one-day fee. Please refer to application for site prices. Vendors must remain until the festival closes at 6:00 PM both days. Vehicles will not be allowed into the vendor areas until approval from park staff due to safety of attendees.

_____ The festival will be held rain or shine. **No refunds** will be given for cancellations. In the case of a State of Emergency declaration, vendors who have paid may request their fees be rolled over to 2021 or request a refund. This will be the only instance any fees are refunded.

_____ Vendors are responsible for their own display equipment, tables, chairs, and tents/canopies. All tents and coverings must be weighted down to prevent their becoming airborne in the event of windy conditions. Cylinder/sleeve weights or water canisters are preferred. No stakes may be driven into asphalt or hard paved surfaces. All tents, coverings, and vendor sales areas will be inspected for safety prior to the opening of the event.

_____ Vendors are personally responsible for the collection, reporting, and remittance of sales tax as required by the North Carolina Department of Revenue. The festival assumes no responsibility regarding the collection, reporting, and/or remittance of sales tax for sales by vendors. Vendors must have a valid North Carolina Sales Tax Certificate on display in their booths. The festival is required to maintain a list of all vendors and sales tax certificate numbers, and must report them to the state if requested. If you need to register with the NC DOR, please go to www.ncdor.gov and search Form NC-BR.

_____ **Work must be of your own creation.** We do not allow commercially or mass produced items or items made from kits to be sold at the festival. Raffles, face painting, drink sales, and photo booths are prohibited at vendor booths. You are to sell your own original work only. Festival staff reserves the right to enforce these rules, and may require removal of items or entire booths that violate festival rules. Festival staff reserves the right to approve or reject any application for any reason.

Rules & Regulations cont.

_____ Security will be on site Friday and Saturday night; however, we request that vendors take any valuables with them. Rowan County Parks and Recreation is not responsible for any lost, stolen, or damaged goods.

_____ Service animals are welcome. Service animals specially trained to aid a person with a disability are welcome; however, no pets are allowed.

_____ New vendors must submit 4 photos of items you plan on selling along with your vendor application and full payment. If your items are not approved by staff, your entry fee will be returned.

_____ I have read and understand the Vendor Set-Up Schedule as follows -

- Friday, Oct. 2: Set-up 9:00 AM through 7:00 PM
- Saturday, Oct. 3: Set-up 7:00 AM through 9:00 AM
- Sunday, Oct. 4: Set-up 7:00 AM through 9:00 AM

ALL VEHICLES MUST BE OUT OF VENDOR AREA BY 9:00 AM DAYS OF EVENT.

_____ You will receive one parking pass per booth. This parking pass must be displayed and visible in your vehicle at all times. Please hang the parking pass from your rearview mirror with your site number and name visible through the front windshield. Site numbers, parking passes, and other pertinent information will be mailed out to vendors in September.

_____ All vendors are expected to conduct themselves in a professional and courteous manner when interacting with festival visitors, fellow vendors, and festival staff and organizers. Autumn Jubilee staff reserves the right to bar vendors exhibiting poor conduct and/or unsafe practices from participating in future festivals organized by Rowan County Parks and Recreation.

_____ Limited Wi-Fi is available as this is an outdoor festival in a park. There will be multiple ATMs available for our guests.

If you have any questions, comments, or concerns please contact:
Ashley Duncan - 704.216.7815 or Ashley.Duncan@rowancountync.gov
Joni Hobbs - 704.216.7816 or Joni.Hobbs@rowancountync.gov

VENDOR AGREEMENT TO THE RULES AND REGULATIONS OF AUTUMN JUBILEE:

My signature verifies that I have read and understand this agreement of participation. I understand that my fees are non-refundable. I understand my application will not be accepted without my signature. (Please make a copy of this agreement for your records.)

Print name

Signature

Date