



SHOUTFEST 2020 VENDOR APPLICATION

OCTOBER 10, 2020 12 P.M.-5 P.M.

NEW LOCATION: GENERATIONS PARK

700 MACK HENRY HOLLAND DRIVE, AIKEN, SC 29801

DELIVER: WAAW SHOUT 94.7 FM 2166 PARK AVENUE, SE AIKEN, SC 29801 * FAX: 803-641-8844 OFFICE: 803-649-6405

PRINT CLEARLY TO AVOID DELAYS		BUSINESS INFORMATION	
Company Name			
Company Address			
City		State/Zip	
Contact Name			
Email Address (Must Have)			
Phone		Fax	
SPACE RATES AND FEES			
Early Bird Registration Early Bird: March 1 st through June 30, 2020		Regular Registration (July 1st through September 2, 2020)	
<input type="checkbox"/> \$175	<u>General Vendor, regular booth,</u> includes business card size ad in booklet	<input type="checkbox"/> \$200	<u>General vendor, regular booth,</u> includes business card size ad in booklet
<input type="checkbox"/> \$225	<u>Trucks/Trailer/Cart Vendors-</u> includes business card size ad in booklet	<input type="checkbox"/> \$250	<u>Trucks/Trailer/Cart Vendors,</u> includes business card size ad in booklet
<input type="checkbox"/> \$50	<u>Church/Nonprofit-</u> does NOT include ad in booklet. Info only. NO SELLING!	<input type="checkbox"/> \$60	<u>Church/Nonprofit-</u> does NOT include ad in booklet. Info only. NO SELLING!
<input type="checkbox"/> \$75	<u>Church/Nonprofit-</u> does NOT include ad in booklet. SELLING ITEMS!	<input type="checkbox"/> \$85	<u>Church/Nonprofit-</u> does NOT include ad in booklet. SELLING ITEMS!
<input type="checkbox"/> \$25	<u>Church/nonprofit to place ad in booklet.</u> You will be contacted by ad booklet designer.	<input type="checkbox"/> \$25	<u>Church/nonprofit to place ad in booklet.</u> You will be contacted by ad booklet designer.
<input type="checkbox"/> \$75	<u>ONE ADDITIONAL SPACE TO REGULAR 12X12 vendor space</u>	<input type="checkbox"/> \$100	<u>ONE ADDITIONAL SPACE TO REGULAR 12X12 vendor space</u>
Booth Description			
Product/Service Description		(NOTE: You can only sell the items listed and in this space otherwise, the booth will be shut down without refunds.)	
STAFF ONLY			
Date Received:		Amount paid: \$	Balance due: \$
Received by:	PAYMENT METHOD:		NOTES:

Initial by each statement	Policies and Procedures VENDOR MUST ACKNOWLEDGE EACH STATEMENT WITH INITIALS.
	Please initial here if you are bringing a generator. Indicate how many generators will be used. How many generators will be used? _____
	Churches/nonprofits looking to set up booths to hand out or distribute information rather than selling items are assessed a \$50/\$60 fee. If it is determined that items are being sold, the booth will be shut down immediately without refunds.
	This agreement is for vendor space(s) only. Vendors are responsible for their own tables, chairs, tents, and power.
	All payments are to be made payable to WAAW. All fees are non-refundable. Payment can be made at the WAAW administrative office during business hours, which are Monday through Friday, 10 a.m.-2 p.m. and 3:30-5 p.m.
	I have read, understand, and accepted the rules and regulations outlined herein. I fully understand that this contract shall become legally binding upon acceptance by WAAW.
	All vendor applications are to be received in the WAAW office by 5 p.m., September 2, 2020. Vendors will receive an email or letter in late September with final details. Booth assignments will be given upon arrival at the Shoutfest.
	WAAW or the City of Aiken will not be responsible or held accountable for any additional expenses incurred by the participants or vendors other than the fee for space reserved the day of ShoutFest. The organizer of the event, WAAW, reserves the right to disallow any merchandise or exhibit they deem unsuitable for the festival.
	Vendor is responsible for their own liability insurance, if needed.
	Single vendor space is approximately 12’x12’. Vendor must bring everything needed to set up booth space. If any vendor infringes on the space of another vendor, the offending vendor will be asked to immediately downsize to fit in their assigned allocated space.
	Vendors must be set up by 11:30 a.m. on the morning of ShoutFest. Vendors may begin setting up at 9:00 a.m., NOT BEFORE FOR SAFETY REASONS. The event ends at 5 p.m. Vendors are requested to have all items removed and booths disassembled by 5:45 p.m., if possible.
	Vendor must ensure vendor space is clean and all trash is properly disposed of in or near the waste receptacles upon disassembly of vendor booth.
	Vendor understands there is to be absolutely NO ALCOHOL OR FIREARMS on Shoutfest premises.
	All cooking equipment and open flames must be maintained at a safe distance from customers — preferably to the rear of the vendor’s booth away from traffic. However, you will be allowed to prepare or cook outside in a predetermined space. You must be self-contained and adhere to all food handling and preparation standards to meet the State of South Carolina requirements.
	Food vendors: Food items must be prepared and served subject to the South Carolina Department of Health & Environmental Control. Compliance to SCDHEC/USDA guidelines is the sole responsibility of the vendor. For SCDHEC questions, call 803-642-1637.
	<p>RESTRICTIONS</p> <ul style="list-style-type: none"> • Exhibitors are permitted to sell only those products/services listed on the Shoutfest application and only within the allotted vendor space. • Subleasing will not be permitted. More than one business/company is NOT allowed within a vendor space in accordance to who is listed on the application. • No animals of any kind will be allowed on the Shoutfest premises. • Booth rental is on a first-come, first serve basis. • Rental fees are non-refundable, except in the case of the event being cancelled. • No items or paraphernalia permitted for sale with “WAAW,” “WAAW Shout 94.7 FM,” “Shoutfest,” or any variation.
Authorized Representative Signature	Date