



Saturday, October 20, 2018 ~ 9 AM – 5 PM

Vendor Guidelines

- Vendors will need to check-in BEGINNING AT 7 A.M. at the Registration RV. Spaces are assigned and may be revised as needed by festival planner. Please see check-in personnel upon arrival to direct you to your space.
- Vendors must be set-up and prepared for business no later than 9 AM and stay the duration of the BBQ Festival ending at 5 p.m.
- Vendors must provide their own tents, tables and chairs. Spaces are 10' x 10' or 10 x 20 depending on fee.
- Artisan/Crafter: Work must be original in design and creation. Exhibitor's contribution must out-weigh any commercial components.
- Commercial vendors: entities selling items for a profit, not hand-crafted by the individual.
- Each vendor is responsible for his or her own set-up and teardown. Before leaving, the vendor is responsible to make sure their booth space is clear of any debris.
- All canopies must be secured to withstand winds. Tents must be weighted properly, NO STAKES ALLOWED.
- Electricity is available on a very limited basis and will be assigned as applications are received by event coordinators. The need for electricity should be indicated on the application form.
- Management deserves the right to exclude some or all of an exhibitor's goods. Should an exhibitor's offerings be deemed unsuitable, the exhibitor agrees to promptly remove the display from the event site. The exhibitor's fee will be refunded for that event. T-shirt sales are prohibited.
- Food vendors will be limited to those offering sweet/dessert type items such as ice cream or funnel cakes. No meat items allowed.
- Food vendors preparing food onsite must have required permits obtained at Beaufort County Health Department – Department of Environmental Health –252-946-6048.
- Vendors preparing food under a tent will be required to have a fire extinguisher.
- Non Profit entities raising funds for a particular cause will be asked to provide event management with an estimate of the amount of funds raised. This information will be compiled to assist the event management in determining economic/community benefits derived from the event.

For any questions related to vendors, please contact Pam Anderson at 252-944-6136 or email pamsue.anderson@gmail.com
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