

# 2024 VENDOR APPLICATION

## Florence Food Truck Festival



**Event Dates:** Friday, April 12<sup>th</sup> 4:00pm – 10:00pm

Saturday, April 13<sup>th</sup> 10:00am-8:00pm

**Move-in:** Friday, April 12<sup>th</sup> at 8:00am **Inspection:** Friday April 12<sup>th</sup> 8:30am-3:00pm

**Must be done with set up by 3:00pm. Mandatory vendor meeting at 3:00pm.**

**APPLICATIONS MUST BE SUBMITTED BY MARCH 4, 2024**

COMPANY \_\_\_\_\_ CONTACT NAME \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

WEBSITE \_\_\_\_\_ FACEBOOK PAGE \_\_\_\_\_

INSTAGRAM PAGE \_\_\_\_\_ ADDITIONAL SITES \_\_\_\_\_

**Please list three of the largest events you were a part of in 2020-2023:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PLEASE SEND THE FOLLOWING (KEEP COPIES FOR YOUR RECORDS):**

\_\_\_\_\_ (4) jpeg files (pictures) of your items to be sold at the ***Florence Food Truck Festival***.

\_\_\_\_\_ (4) jpeg files (pictures) of your truck/setup: Outside and Inside (must show 1-2A10BC Fire Extinguisher or Class "K" Fire Extinguisher (whichever is applicable). Commercial cooking systems shall be of type for protection of commercial cooking equipment and exhaust systems and shall be UL 300 listed and labeled. **\*The Florence Center does not provide fire extinguishers\***

\_\_\_\_\_ A current menu/picture of menu that includes pricing for items offered (**REQUIRED to be accepted**)

\_\_\_\_\_ A copy of State DHEC Certificate

\_\_\_\_\_ A copy of South Carolina Retail Sales License

PLEASE INCLUDE THE SPECS OF YOUR TRUCK/TRAILER AND DISPLAY AREA NEEDED:

Height \_\_\_\_\_ Length (*Tip to Tip*) \_\_\_\_\_ Width \_\_\_\_\_

Specs of area needed for display \_\_\_\_\_

FOOD VENDORS	SPACE SIZE	PRICE		QTY	TOTAL
Food Truck, Trailer, Tent Vendor	10x20	\$500			
Food Tent	10x10	\$425			
<b>*Non-Food Retail Vendor</b>	<b>10x10</b>	<b>\$350</b>			
*Craft Vendor	10X10	\$175			
Info Booth	10X10	\$150			

*\*Craft Vendor: Vendors who HANDMAKE all items for sale in their booth.*

*\*Retail: Vendors who provide a service, purchase items for resell or do NOT hand make items for sale in their booths.*

- Submission of this application does **NOT** guarantee acceptance into the 2024 **Florence Food Truck Festival**.
  - If you are accepted, you will be notified by email. Vendors will have **30 days** (after the acceptance email is sent) to send in 100% of the vendor fee either through check, money order or online. If full payment has not been received with the 30 days, the vendor location will be released to other vendors.
- Failure to provide accurate information requested within this application may result in the loss of vendor space.
- A select number of each vendor type will be accepted.
- Accepted vendors will be assigned a designated vendor space and will be notified 2 weeks prior to the event.
- In the event of inclement weather, no refund will be issued, **this is a rain or shine event**.

By signing below, I certify to the best of my ability that the information contained herein is accurate and correct.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*If you are accepted, which method of payment would you prefer? *Please check one.*\*\***

\_\_\_\_\_ I will mail a check/money order      \_\_\_\_\_ Email me a secure link to pay online

**VENDORS WILL BE NOTIFIED AS TO THEIR ACCEPTANCE VIA EMAIL.**

Please make checks/money orders payable to:

The Florence Center

ATTN: **Florence Food Truck Festival**, 3300 W. Radio Drive, Florence, SC 29501

Submit application and any correspondence to: [jpolsky@florencecenter.com](mailto:jpolsky@florencecenter.com)