



Spartanburg Earth Day Festival April 22, 2017

Unitarian Universalist Church of Spartanburg
210 Henry Place, Spartanburg, South Carolina

www.spartanburgearthday.org

Email: earthday@uucs.org

Dear Earth Day Exhibitor,

On Saturday, April 22, 2017, the 2nd Annual Earth Day Spartanburg Festival will take place at the Unitarian Universalist Church of Spartanburg (near downtown Spartanburg). This 6-hour event (10 a.m. - 4 p.m.) is designed to celebrate the many gifts we receive from our Earth, inform the public about good stewardship of the planet's resources and environment, and build community.

We are inviting environmental non-profit organizations and businesses with an ecological/environmental focus to take part as exhibitors. In an effort to enthusiastically engage our visitors, each exhibitor should feature a hands-on demonstration or other interactive activity.

Exhibitor spaces will accommodate a 10' by 10' canopy. You must supply your own canopy, tables, chairs, signage, and extension cord. We have only a few spaces with electricity so consider registering early if your booth requires an electrical outlet.

To participate, please complete the online application form found on our exhibitors' page or click the link at the bottom of this email to complete a paper application form. Once your application has been received and approved, you will be contacted via email with payment instructions. We will process all exhibitor's payments via Paypal or check.

Non-profit fee for one exhibitor space: \$30 if paid before February 28, 2017
\$40 after February 28, 2017

Business fee for one exhibitor space: \$50 if paid before February 28, 2017
\$65 after February 28, 2017

All vendor spaces are assigned prior to the festival. We have limited spaces with electricity so consider registering early if your booth requires an electrical support. These spaces will be issued based on receipt date of payment. Extension cords may be required; be prepared to provide that, if needed, for your booth. Please describe how much and why electrical power is needed (i.e. lights, refrigeration, sound board, etc.)

Submission and payment of application fees is deemed acceptance of the following stipulations:

1. Set-up time on Saturday begins at 7:30 a.m. Vehicles will NOT be allowed in the vendor area after 9:00 a.m.
2. All exhibitors must conduct their business from their stand area and exhibits must not intrude into public areas. Stands must be occupied throughout the festival. All booths must be open and attended until 4:00 pm.
3. All exhibitors take part in the festival in every way at their own risk, including that from loss, damage, flooding, accidents, setting up or dismantling stands while in the confines of the festival grounds including the parking area.
4. Goods considered unsuitable or inappropriate in any way by UUCS must be removed from the festival grounds immediately. No firearms or explosives allowed.
5. UUCS reserves the right to cancel the festival. Exhibitors will receive a full refund in case of such a cancellation. After April 1, vendor fees are non-refundable unless the event is canceled. The expectation is that the festival will be held rain or shine. Vendor cancellation must be received in writing by the end of the business day on March 28, 2017 for full refund.

We look forward to hearing from you and hope you will participate.

Sincerely,

Joyce Harrison, Chair 864-574-1253

Alice Sutton, Co-Chair 864-541-8819