



Spartanburg Earth Day Festival

April 21, 2018

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

www.spartanburgearthday.org

www.uucs.org

Dear Earth Day Food Vendor,

On Saturday, April 21, 2018, the 3rd Annual Spartanburg Earth Day 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 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 and vendors.

We have a limited number of spaces for food vendors. Meal vendors pay a nonrefundable fee of \$120 by February 28th to reserve a vending space. The fee increases to \$150 if paid later than Feb. 28th. Snack vendors will pay a fee of \$75, increasing to \$100 if paid after Feb. 28th. All sales the day of the festival remain with the vendor. **No food tickets this year!** A refund of the fee will be made if the festival is cancelled. We anticipate the festival taking place rain or shine.

To participate, please complete the online application form on our vendor page or [click the link here](#). Call 864-574-1253 if you need assistance in completing the online form. Please include the amount of space needed for your truck/stand. Also, let us know if you need a source of electricity.

Our Vendor Coordinator will contact you with payment information once your application has been received and approved.

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

1. Vendors are expected to use recyclable serving materials. No glass, please. Recyclable paper products preferred, including [straws](#). Each year we move closer to becoming a zero waste event, our ultimate goal.
2. Fair trade and organic food items are encouraged, as well as vegetarian options.

3. Spaces with 110v power supply are limited; therefore, they will be issued based on receipt date of payment. Please specify on your registration form how the electricity will be used (laptop, lights, refrigeration, sound board, etc.).
4. Set-up time on Saturday will begin at 7:00 a.m. and will be staggered to safely install each vendor/food truck. Vendors/Food Trucks will be notified of scheduled arrival times. Vehicles will NOT be allowed in the vendor area after 9:00 a.m.
6. 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/exhibits/and vendors must operate until 4:00 pm.**
7. 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.
8. Goods considered unsuitable or inappropriate in any way by Spartanburg Earth Day Festival must be removed from the festival grounds immediately. No firearms or explosives allowed.
9. The Spartanburg Earth Day Festival reserves the right to cancel the festival. Vendors will receive a full refund in case of such a cancellation. **Booth and food vendor reservation fees are non-refundable unless the event is canceled.** The expectation is that the festival will be held rain or shine. Please notify us if your plans change and you are unable to come so that we can reallocate your space.

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