

2011



48th Annual Coon Dog Day Festival July 9, 2011

Vendor Packet

Event Information

The 48th Annual Coon Dog Day will be held in downtown Saluda, NC on
Saturday, July 9th, 2011.

Saluda is a short drive from downtown Hendersonville and close in proximity to Asheville, NC as well as Greenville, SC. Historic Downtown Saluda is a beautiful, rustic stroll down memory lane with its tree-lined streets and historic buildings which now house a plethora of shops with local flair and several cafes each with their own distinct flavor and atmosphere.

Each year, Coon Dog Day draws a crowd upwards of 15,000 people from all over the region and across the Southern United States. Attendees gather to watch the coon dog events, hometown parade, 5K race, live entertainment acts and street dancing, and to visit the many local craft and food vendors lining the streets. Coon Dog Day is a well-loved Saluda tradition, and we look forward to many more years of gathering to enjoy this event.

Vendor Application Process

A vendor application is included in this packet of information. We accept a variety of food and craft vendors to participate, and we try to vary the items as much as possible for the success of the vendor as well as for the enjoyment of the attendees.

Please read all of the enclosed information regarding vendor rules and procedures for the festival before submitting your application. **Complete page 3-4 of this packet and return to the listed address along with a check or money order for the booth fee, as well as all required attachments or photos.** *All submitted applications must be completed and have all required information and attachments to be considered.* There is no set vendor deadline for applications; however, applications are accepted on a first come first serve basis, and with regard to products to be sold. Food spaces fill very quickly, so it is advisable to submit applications as soon as possible.

Once your application is received and accepted, you will receive a confirmation via email to let you know when vendor packets with all your event materials will be mailed to you.

Vendor Rules & Requirements

- Main Street will be closed to through traffic from Midnight Friday until Midnight Saturday, and Vendor set-up is Midnight Friday until 7:30 AM Saturday. No vehicles will be allowed to remain on Main St. after 7:30 AM- No exceptions! Vendors may continue to set up their booths after this time, but all products/equipment must be contained within your booth space and all vehicles must be removed.
- The festival runs from 8:00 AM until 11:00 PM- **No vehicles will have access to Main Street until after 11:00 pm to load: no exceptions!** Vendors are not required to remain open for business this late, and may pack up booth contents to carry out on foot; however, no break down requiring vehicle access to Main St. can take place until after 11:00 PM.
- **All booth spaces are 10'x10'** and will be clearly marked. The City provides only space- all tents, canopies, tables, chairs, etc. are the responsibility of the vendor. Please be considerate of your neighbors' space, and do not encroach on other booth areas. All equipment must fit within the designated space area
- Vendor sales are limited to the purchased booth space designated by the City. Vendors will not be permitted to walk around the event selling merchandise, and no vendors will be permitted to relocate their booth at any time during the festival.
- All vendors **MUST** have a valid North Carolina Sales Tax Number listed on the application to be eligible, regardless of the vendor's residence location. Out of state vendors can obtain a temporary sales tax number from the N.C. Department of Revenue by contacting their local office at 828-667-5087 or online at www.dor.state.nc.us
 - **ALL FOOD VENDORS ARE REQUIRED TO HAVE A TEMPORARY FOODSERVICE ESTABLISHMENT PERMIT** from the Polk County Health Department in order to participate in this event. The TFE Application Packet is available online here: <http://www.rpmhd.org/forms/4000/4001/RPM4001.002.pdf> **In order for your application to be considered for acceptance, you must submit a completed TFE Application along with the \$75.00 application fee with a separate check made payable to Polk Co. Health Department along with your event application fees to the City of Saluda.** The Health Dept. will be on site to inspect booths during set up hours. Any booth shut down for lack of proper permit or health code violation will be asked to leave, and no refund will be given. Please contact Debra Shepherd with any questions: 828-894-8004 or via email: dshepherd@rpmhd.com
- Electricity is **NOT** provided to any vendor spaces. **Vendors needing electricity are required to bring their own generator, which must be 90 decibel or less.**
 - Under **NO** conditions will vendors be allowed to empty grease in the City.
 - Any kind of alcohol sales by vendors are strictly prohibited.
- The City of Saluda reserves the right to limit food sales by item as it sees fit to ensure a variety of vendors and items are offered. **Food vendors must submit a list or menu containing all items they wish to sell.** The City will compare items of all accepted food vendors and limit accordingly to avoid excessive repeated items among vendors. Consideration to items allowed will be given in order of applications received, and food vendors will be notified in their vendor packet prior to the event of any items they may not sell.
- All **craft vendors must have handmade items** for sale at the event. Items may not be purchased and brought for resale. If there are any questions regarding the validity of an item, please contact the event coordinator.
- The classification as "Amusement Vendor" will include all games, rides, face painting, caricaturists, sand art, and similar activity booths. If there is any question about a booth's classification, please contact the event coordinator.
- **A photo of your booth setup MUST be included for your application to be considered.**

48th Annual Coon Dog Day



SATURDAY, JULY 9th, 2011
VENDORS APPLICATION

Name of Vendor/Business: _____

Business Contact Name: _____

Mailing Address: _____

Email Address: _____

Phone# _____ Fax# _____

N.C. Sales Tax # _____ (**application will not be considered without this number**)

Type of Booth applying for: _____

_____ # of Food Spaces @ \$250.00 each

_____ # of Amusement Spaces @ \$150.00 each

_____ # of Craft Spaces @ \$100. 00 each

_____ # of Saluda Civic Group Spaces @ No charge

Total amount due: \$ _____

- Checks made payable to: City of Saluda

Number of Vehicle Passes needed to set up/break down booth : _____

(Each vehicle needing access to Main St. for loading/unloading must have a pass to be allowed in)

List of Items to be sold (or food vendors may attach a menu):

Payment and A picture of your booth with a list of items to be sold MUST accompany your application in order for it to be considered.

