



Bags in the 'Burg Vendor Application



Saturday, October 21, 2023 * **Vendors on Site: Noon-5pm** * Corn Hole Tournament: 12:00pm
Rain or Shine

Harrisburg Town Center

BUSINESS / BOOTH NAME _____

CONTACT NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

DAY TIME PHONE _____ CELL PHONE _____

EMAIL _____

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE A SPACE

Please describe the contents of your booth. If you are an approved vendor, items not listed below will not be eligible for display or sale. **Vendors are open from Noon to 5pm. Vendor Set Up is from 10am to 11:30am.**

VENDOR BOOTH SPACE IS 10' X 10'

Booth Fees:

- \$50—Harrisburg Businesses (non-food)
 - \$75—Non Harrisburg Businesses (non-food)
 - \$25—Craft Vendors (non-food)
- A \$2.50 convenience fee will be applied to all card payments.

Are you a Sponsor or HBN Member? **Yes No**
Sponsors and HBN Members receive a free vendor space.

Amount Due:

Number of 10 x 10 spaces you are requesting: _____ \$ _____

Total Payment Enclosed \$ _____

**Make Checks Payable to:
Please Send application
and payment to:**

Town of Harrisburg
Harrisburg Parks & Recreation
PO Box 100, Harrisburg NC 28075
Harrisburg NC 28075

Vendors are required to provide their own power.

OFFICE USE ONLY:

DATE RECEIVED:

APPROVED / DENIED BY:

DATE NOTIFIED:

CASH _____

CC _____

CHECK # _____

I agree that I have read, understand and agree to follow all rules and regulations of the Bags in the 'Burg event. I agree to hold harmless The Town of Harrisburg, its employees, agents, volunteers, and sponsors from any and all claims, liabilities, costs, expenses and damages which may result from the operation of my booth or other related activities. This event is rain or shine. **There are no refunds for withdrawals or cancellations.**

Signature _____

Date _____

Bags in the 'Burg

Harrisburg Business Network and Harrisburg Parks & Recreation have partnered again this year to present Bags in the 'Burg. The goal of this joint effort is to promote local business, recreation and foster community involvement to support a local cause.

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Rain or Shine

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For more information please visit:

www.harrisburgnc.org

www.bagsintheburg.com

APPLICATIONS: Vendor applications will be accepted on a first come first serve basis until vendor spaces are full. **Deadline to submit an application: Friday, October 6, 2023.** Please mail applications to: PO Box 100 Harrisburg NC 28075. Please make checks payable to: Town of Harrisburg.

RULES AND GUIDELINES: The sale of items is permitted. All vendors are responsible for their own money handling and providing change for cash purchases. The following items are banned from sale: Any type of animal or pet, snap-N-pops, cap guns or rockets, disappearing ink, crazy foam or silly string, stink bombs, water and marsh mellow guns or rockets, knives, guns and/or any other weapons (including replica weapons).

SPACE ASSIGNMENTS: All approved vendors will be assigned a space. Vendors may be set up on concrete or grass. Some areas may not be level. Vendors must bring all necessary displays, tents, tables, chairs and weather protection. No structures are provided. In your best interest, a tent should be used for protection from the heat and sunlight. **All tents need to be weighted down with sand bags, weights or heavy duty stakes.** Event continues rain or shine, provided the weather does not present safety issues. Do not drive stakes into the cement or asphalt. Any vendor doing so will be required to remove them and will be billed by the Town of Harrisburg for repairs. If you need more than the allotted 10' x 10' space for display, you must purchase another space.

SET UP: The event is to be held in Harrisburg Town Center. **Vendors may set up starting at 10am on Saturday, October 21, 2023. Vendors must be set up by Noon. All vehicles must be out of the event area by 11:30am.** If you arrive late, your space will not be available. Set up is not allowed after the event has started.

Vendors are required to stay on site during the entire event. Please clean up your area entirely before you leave. Damages incurred because of improper disposal will result in a fine for clean up. Your booth may not be dismantled until the event ends at **5:00pm**. Dismantling early may cause you to be excluded from future events.

NOTICE: Harrisburg Parks & Recreation reserves the right to ACCEPT or REJECT any application. We also reserve the right to remove any vendor that does not follow the rules and regulations as established for this event. The Town of Harrisburg and Parks and Recreation Department reserves the right to remove any items from your tent and/or display that are deemed inappropriate or offensive. No exclusives will be given to any vendor without written permission from the Parks and Recreation Department. No refunds will be given for cancellations or withdrawals. Event is rain or shine.

QUESTIONS: Please call the Harrisburg Parks and Recreation Department at (704) 455-7275 or email Shawn Marble at: smarble@harrisburgnc.org or McKenzie Burleson at mburleson@harrisburgnc.org

CORN HOLE TOURNAMENT QUESTIONS: Please contact Jason Gaddis at: jason@gaddisbros.com

