



2021 HOWE-LLOWEEN FESTIVAL VENDOR INFORMATION & APPLICATION

APPLICATION DEADLINE: SEPTEMBER 10, 2021

The SC Governor's School for Agriculture at John de la Howe presents its 3rd annual **Howe-lloween Festival** on **Sunday, October 24, 2021, at 4:00 pm!** We are looking for specialty food, crafts, merchants, and ag-related vendors to help make this event one to remember. This is a rain-or-shine outdoor event held on the John de la Howe campus (192 Gettys Road, McCormick, SC 29835). Details are listed below.

FESTIVAL ACTIVITIES

- Trunk or Treat
- Petting Zoo
- Livestock Demonstration
- Pumpkin Patch (\$)
- Pumpkin Painting
- Pumpkin Tic-Tac-Toe
- Firepit
- Live Music
- Corn Hole
- Hay Bowling
- Campus Tours

VENDOR CATEGORIES & FEES

- **Civic or Community Organization (\$10)**
 - You may hand out promotional information and items about your organization.
 - Only membership sales are allowed.
- **Artist/Crafter (\$20)**
 - All items sold must be completely handmade by the vendor.
 - You may not sell food of any kind, including pre-packaged food.
- **Merchant (\$20)**
 - Items are not completely handmade by the vendor. This includes items that are bought and then altered in some fashion.
 - You have sealed, pre-packaged food to be eaten later. This includes handmade items. If your food is intended to be eaten onsite, you must register as a food vendor.
 - If you are a local business, you are allowed to hand out promotional material as a merchant.
- **Food and Drink (\$75)**
 - You intend to sell food that is prepared and cooked onsite.
 - Food vendors and their staff are prohibited from consuming or selling alcoholic beverages during the festival.
 - Food vendors must supply their own plates, bowls, cups, napkins, and utensils required for serving food to customers.

We ask but do not require that all vendors please provide candy for kids during the event.



SC Governor's School for Agriculture

AT JOHN DE LA HOWE

VENDOR SPACE

The SC Governor's School for Agriculture reserves the right to assign or reassign any or all vendor locations. No guarantee of a specific space is given or implied by the school.

Vendors, their staff, and all equipment must stay within their allotted space. Due to live music being played at the event, vendors are prohibited from using any form of amplified sound in their vendor space.

Vendors are required to supply their own equipment, such as tables, chairs, backdrops, tools, extension cords, tents, etc. The SC Governor's School for Agriculture will not provide such items. Please make sure your space is kept clean and attractive and do not leave behind any garbage.

Access to electricity will not be able to be provided to everyone, so please indicate on the application if you need it or you don't need it. Each vendor will be placed on the campus green or around the campus green circle.

APPROVAL & PAYMENT

An email will be sent out when your application is approved. After approval, application fees will need to be collected in a timely manner.

Make checks payable to: SC Governor's School for Agriculture

Mail to: 192 Gettys Road, McCormick, SC 29835, Attn: Howe-Hoween Festival.

VENDOR HOURS

The Howe-Hoween Festival will be held from 4:00 pm – 7:00 pm. Food vendors must be open and staffed for service the full duration of the event. There are no exceptions to this rule.

SET UP & TEARDOWN

Vendors are responsible for their own setup and teardown. They are also responsible for unloading and loading their own equipment and/or products. We ask that all vendors are set-up no later than 3:00 pm. Set up can begin after 12:00 pm, no exceptions. Teardown is from 7:30 pm – 8:30 pm. Please do not begin packing up until 7:30 pm.

CANCELLATIONS

Any vendor wishing to withdraw from the event must notify the School immediately, preferably no later than October 1, 2021. **There are no refunds for vendor cancellations for any reason.**

QUESTIONS

Please contact Cadie Giba at (864)391-0512 or Cadie.Giba@delahowe.sc.gov.

PLEASE HELP US PROMOTE THE EVENT!

A Facebook event link will be shared on the SC Governor's School for Agriculture at John de la Howe page.



**SC Governor's School
for Agriculture**

AT JOHN DE LA HOWE

2021 HOWE-LLOWEEN FESTIVAL VENDOR APPLICATION & AGREEMENT

Vendor Applications are due by September 10, 2021. Payment due no later than September 24, 2021.

Please complete this entire form and email along with your photos to: Cadie.Giba@delahowe.sc.gov

Organization/Business Name: _____

Contact Name: _____ **Phone Number:** _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Email Address: _____

Vendor Category (check one):

Civic or Community Organization (\$10)

Merchant (\$20) Must submit 1 photo of your craft and of your outdoor display, if possible.

Artist/Crafter (\$20) Must submit 1 photo of your craft and of your outdoor display, if possible.

Food and Drink (\$75) Must include complete menu, plus 1 photo of your outdoor display.

Detailed Description of ALL ITEMS to be Sold and/or Distributed: (Attach separate sheet, if more spaced is required)

By signing below, I have read the vendor rules and guidelines and agree to abide by all terms. If I violate any of the vendor guidelines, I may be forced to close my booth and forfeit all fees paid. By participating in this event, I agree to indemnify and hold harmless the SC Governor's School for Agriculture from all liability for damage, health code violations, injury, or loss to any person or goods for any reason. The SC Governor's School for Agriculture has my permission to publish photographs or videos taken of me, my booth, and my product during the Howe-lloween Festival for purposes related to promotion of the festival, past or future. I understand that as an independent party, I am solely responsible for my booth space and operation, and that the SC Governor's School for Agriculture is just providing a place for me to conduct my business. I agree to follow all CDC, DHEC, and JDLH COVID protocols and guidelines that are in place.

Signature: _____

Date: _____