CONTRACT FOR FOOD VENDOR SPACE:
The 37th Annual Heritage Days Celebration will be held November 7-9, 2019 at Penn Center, St. Helena Island, South Carolina.

APPLICATIONS FOR SPACE:
All applications must be received no later than September 30, 2019. Applications must be accompanied by a money order or cashier’s check for full payment for booth rental. Applications by telephone or fax will not be considered.

ASSIGNMENTS FOR SPACE:
Penn Center reserves the right to assign all food space. Vendors will be selected on a first come first serve basis and the quality of the food items for sale.

FOOD VENDOR SPACE:
Vendors must conform to the size of their space and must not obstruct the view of others. All booths are 10’ X 15.’ Special arrangement may be made for larger space. Vendors not conforming to these specifications, or which, in design or operation is otherwise found objectionable in the opinion of Penn Center will be prohibited.

CONTRACT ACCEPTANCE:
Vendor agrees that unless and until the contract is accepted by Penn Center, it is not binding. All applicants not accepted by a letter of confirmation will receive a refund, less $35.00 processing fee.

TERMINATION OF EXHIBIT:
Should the premises on which the 37th Annual Heritage Days Celebration is to be held become, in the sole judgment of Penn Center, unfit for occupancy, or should the Celebration and exhibits be materially interfered with by reason of strike, picketing, boycott, embargo, injunction, war, riot, inclement weather, emergency declared by a government agency, or any other act beyond the control of Penn Center, the contract for food space may be terminated. Penn Center will not incur any liability for damages sustained by the food vendor as a result of termination. The food vendor expressly waives such liability and releases Penn Center for all claims for damages and agrees that Penn Center shall have no obligation in such an occurrence.

WITHDRAWAL: Withdrawal of vendor will not be accepted unless written notice of such withdrawal has been postmarked by October 15, 2019. Any craft vendor who withdraws by this date receives a 50% refund of amount paid. Any withdrawal request postmarked after October 15, 2019 will forfeit the entire reservation fee.

LIMITATION OF LIABILITY: Penn Center will not be liable for any loss or damage to the property of vendors due to fire, robbery, accidents, or any cause whatsoever that may arise from participation in its 37th Annual Heritage Days Celebration.

GENERAL RESTRICTIONS/INSTRUCTIONS:
Mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Each vendor will be allowed to utilize one small muffled generator. Each vendor will be allowed only one electrical outlet. Lighting will be provided during the evening hours.

The exhibitor assumes all responsibility for compliance with local, city, and state ordinances and regulations covering fire, safety and health. No combustible decorations, such as crepe or tissue paper, cardboard, or corrugated paper should not be used at any time. All packing material, containers, excelsior and wrapping paper are to be removed from the ground and must be stored under the table behind the display. Volatile explosives and other flammable material, or other substance prohibited by law or insurance carrier, are not permitted on premises. Distribution of material and samples other than professional literature is strictly prohibited. Canvassing or distributing outside the exhibitor’s own space is not permitted.

The vendor coordinator reserves the right to restrict any exhibit, which might be considered undesirable. This restriction applies to merchandise, conduct, dress, printed material or anything objectionable to the exhibit.

All points not specifically covered are subject to the decision of Penn Center, Inc. At the end of the event, each vendor will pick up and bag all trash and debris.

If you agree with the terms and conditions outlined, please sign below:

SIGNATURE DATE
EXHIBIT/VENDOR SPACE
(Vendors will be limited to two spaces)
I (we) hereby reserve _____ booth(s) at $350
per booth for one day or $450 per booth for two
days. I (we) agree to the terms of the
contractor exhibit space guidelines as outlined
in this brochure. Beaufort County Vendor's
mandatory license fee is included. Please complete
attached required license application.

Credit Cards are accepted at Penn's Welcome
Center by calling 843-838-7105, Tuesday-
Saturday 9 am-4 pm.

Please indicate desired date(s):
( ) Friday, Nov. 8th $_________
( ) Saturday, Nov. 9th $_________
( ) Fri. Nov. 8th & Sat. Nov. 9th $_________

TOTAL: $________

We plan to sell/display the following items:
_______________________________________________________________________________
_______________________________________________________________________________

Organization/Company/ Business:
_______________________________________________________________________________

Contact Person:
_______________________________________________________________________________

Address:
_______________________________________________________________________________

E-mail:
_______________________________________________________________________________

Phone: ________________

Application Deadline: September 30, 2019

Mail Application To: Heritage Days
Celebration, Penn Center, Inc., PO Box 126,
St. Helena Island, SC 29920

For Office Use Only

Date Received: ________________

Total Amount Paid: $ ________________

RESTRICTIONS / INSTRUCTIONS:
Only two persons can operate each
booth. An additional entry fee will be
assessed for each additional person. All
cars must be parked in vendor parking
area and cannot be driven through the
grounds once festival gates open.
Unauthorized driving will result in
forfeiting of vendor space.

No NON-ORIGINAL CD's and DVD's
Sales will be allowed.

Vendors are only allowed to sell
Arts and Craft merchandise.

Vendors' Pass must always be
displayed.

Late registration fee after October 11,
2019 will be assessed an additional fee of $25.00.

A clean-up fee of $25.00 will be collected
on site and will be forfeited if area is not
cleaned by schedule time.

Vendors are prohibited from selling
merchandise
that is inappropriate or offensive,
T-shirts, explosive devices, etc.
Penn Center will be the exclusive
vendor for all Penn Center or Heritage
Days merchandise.

Vendors can bring a small muffled
generator.
Special Event License Application

Is your business physically located within the unincorporated boundaries of Beaufort County

Yes ☐ No ☐

Name of Business ________________________________________________________________

Owner’s Name ________________________________________________________________

Physical Address of Business making application:

Street Address __________________________________________ City __________ State __________ Zip __________

Phone # __________________ FAX # __________________

Mailing Address (if different): ______________________________________________________

E-Mail Address: ________________________________________________________________

Type of Business: ☐ Sole Proprietor ☐ LLP
☐ Incorporated ☐ LLC

Federal Tax ID # __________________ State Sales Tax # __________________ Social Security # ________________

Event name: ________________________________________________________________

Event location: ______________________________________________________________

Event Dates: _________________________________________________________________

Describe activities: _____________________________________________________________

Paid Admission: ___________ Prepared Food: ___________ Accommodations: ___________

(sleeping/tent rentals)

A copy of your County Council of Beaufort County license must be on the site at all times. If not you and/or your business may be in violation of County Code 18-56 and may be ticketed for violation of this ordinance. Failure to comply with State Codes and County Ordinances or providing false information may cause the business license to be suspended by the County Council of Beaufort.

I certify that I have completed this application and read and understand the terms by which this license is being issued and that all information on this application is true and correct.

Print Name ___________________________ Signature ___________________________ Date ____________