



Lumbee Regional Development Association, Inc.

636 Prospect Road Post Office Box 68 Pembroke, NC 28372
Phone: 910.521.8602 Fax: 910.521.8625 www.lumbee.org

2017 Lumbee Homecoming Festival Vendor: Arts/Crafts Application and Contract

MONEY ORDER ONLY (No Checks or Cash)

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Cell Phone: _____

Name of Business: _____ Tax ID # _____

The average booth space is 12' X 12'. If you need space over 12' x 12' you must pay for additional space.

<u>Vendor Type:</u>	<u>12 x 12</u>	<u>18 x 12</u>	<u>24 x 12</u>
Arts and Crafts..... \$ 175.00 each:	_____	\$ 225.00_____	\$ 275.00_____
T-Shirts & Clothing. \$ 200.00 each:	_____	\$ 250.00_____	\$ 300.00_____
Food & Beverages....	<u>By Invitation only. Call for information and contract.</u>		

List items you will be selling: _____

- All vendors must agree to abide by the rules for vendor operations on the attached pages.
- Application and payment deadlines: June 9, 2017
- All payments must be by **Money Order Only**. No Cash or Checks will be accepted.

Please return this completed form along with **MONEY ORDER** payable to:
 Lumbee Regional Development Association
 Attn: Lumbee Homecoming
 P.O. Box 68
 Pembroke, N.C. 28372
 910-521-8602

With the completion of this application and Contract, the vendor agrees to abide by the rules attached and regulations established by the LRDA Lumbee Homecoming Committee, for vendor operations. The vendor agrees that failure to abide by all rules and regulations will result in the termination of this agreement and the forfeit of all booth fees paid, and denial of set up at future LRDA events.

2017 Lumbee Homecoming Festival Rules for Arts and Crafts Vendors

- No alcoholic beverages, illegal drugs, or drug paraphernalia allowed. No pets allowed.**
No Golf Carts or Three/Four Wheelers allowed in or around vendor area.
- The festival will be held rain or shine.** A traffic lane for emergency access (fire, accident, security) must be maintained at all times. Each vendor is responsible for providing their own means of display and providing a sign with vendor name. Vendors must keep the area around their booth neat by covering extra boxes, picking up litter, etc. All vendor booth and booth activities must be within the confines of the allotted booth space. Booth spaces are provided for the exclusive use of the applicant and on the for the activity approved by the LRDA Lumbee Homecoming Vendor Committee/Coordinator.
- Preference will be given to vendors that have participated in past Homecoming Festivals and have a good record of performance. Preference will be given to vendors who have outstanding original arts and craft. Please provide information and photos to document the quality of your products and/or services.**
- **For new vendor (vendors who have not participated in the Homecoming Festival in past years) please call LRDA before submitting your application and payment. You will need to submit a pre-application for approval. For new vendors, please provide referral and information to document the quality of your products and/or services.**
- Only limited electrical service is available.** Preference will be given to vendors who provide their own generators. Vendors must use construction grade commercial electrical cords, and protect electrical connections from rain/water. Call for additional information on restrictions on Festival electrical service, vendor parking, and vendor set-up arrangements for arts & crafts vendors.
- Vendors must keep their tents and materials in their booth area secure. They shall be mindful of inclement weather conditions and shall take measures to avoid damage and/or injuries to persons and property from flying debris. Tents can become flying debris during high winds and cause serious damage or injuries. Vendor Tents should be able to withstand winds up to 30 miles per hour. Vendors should be prepared to take down tents if weather conditions are severe. LRDA and Festival Security staff will provide advice and guidance on this matter during the event.**
- Vendors must comply with all applicable laws, rules, regulations and ordinances of the Town of Pembroke, Robeson County, North Carolina, and the United States, with regard to their vending operations. Based upon the vendor locations, in addition to these rules herein, some vendors located on the campus of UNC Pembroke may have additional restrictions on their operations.**
- The LRDA Homecoming Committee reserves the right to refuse vendors with materials that are deem to be unsuitable, and do not contribute to the wholesomeness of the event, or those that do not reflect well on the culture and family focus of Lumbee Homecoming's tradition. Please do not bring such items into the vendor area.
- Vendors who are found to be in violation of the above rules by Festival Security staff, UNC-Pembroke campus police , by UNC-Pembroke or LRDA maintenance staff, or by LRDA/Lumbee Homecoming Vendor Coordinators, may be barred from future participation as a vendor in the LRDA/Lumbee Homecoming events.
- Upon receipt of your application and payment, and approval of your application, you will be given a Booth set-up schedule.**

Vendor Signature

Date

Approval / Denial LRDA Representative

Date

After we receive your application, you will receive a confirmation of receipt of your application and entry fee, along with additional information for Homecoming Festival Vendor operations and set-up times.



Lumbee Regional Development Association, Inc.

636 Prospect Road Post Office Box 68 Pembroke, NC 28372
Phone: 910. 521.8602 Fax: 910. 521.8625 www.lumbee.org

2017 Lumbee Homecoming Festival Arts/Crafts Vendor

Acknowledgement of Applicant

With the completion of this application, the applicant understands that the LRDA Lumbee Homecoming Committee (hereafter Festival Organizers) reserves the right to reject any and all applications. The Applicant also understands that he/she is responsible for reading and adhering to all vendor rules and regulations as may be established by the Festival Organizers, as well as any and all applicable local, state, and federal laws and regulations.

The Applicant agrees to indemnify, hold harmless, and release Lumbee Regional Development Association, Town of Pembroke, UNC-Pembroke, the Festival Organizers, and any and all sponsors from any loss, liability, damage or cost, and any and all claims of injury or damages resulting from and/or arising out of their participation in the 2017 Lumbee Homecoming Festival, whether caused by acts of God, weather, negligence or willful act of the Applicant or any other person.

By his/her signature below, the Applicant agrees to consider this application a commitment to abide by any and all rules and regulations that may be set forth by the Festival Organizers. **Vendors are solely responsible for obtaining applicable liability insurance coverage for their business.**

By signing below, the Applicant agrees that they have read and will adhere to the following:

2017 Lumbee Homecoming Festival policies for Arts/Crafts Vendors

The vendor agrees that failure to abide by all rules and regulations will result in the termination of this agreement and the forfeit of all vendor booth fees paid.

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Cell Phone: _____

Name of Business: _____

Vendor Signature

Date

