



2022 FOOD VENDOR APPLICATION



FESTIVAL DATES

April 9, 2022

11AM - 8PM

Arts street festival, music & more

Uptown Greenville, North Carolina

7:00am - 10:30am, Vendor Set Up

(Vehicles must be out of festival site by 10:00am)

APPLICATION DEADLINE

February 1, 2022

Applications & payments can be submitted online at www.piratefestnc.com

WHAT'S PIRATEFEST?

A large outdoor cultural celebration offering fun, food, art, and entertainment for everybody with more than 30,000 attendees annually.

FOOD VENDOR AREAS

This year, food vendors will be placed in groupings throughout the festival.

ARTS & TREASURE ISLE

Juried Fine Arts Area

This area will showcase beautiful one-of-a-kind art available from more than 40 exhibiting artists including mediums of all types – pottery, jewelry, wood, painting, and more! Bring your doubloons!

CAPTAIN'S MARKET

This area will be located on Town Common. This Market will allow attendees to become a pirate with its abundance of Pirate Wearables and Sellables.

BUCCANEER BASH STAGE

Enjoy a day full of music at the Buccaneer Bash Stage as well as beer, wine, and other refreshments in the nearby Grog Garden.

PIRATES

Roving Pirate Entertainers and visiting Pirate groups will be with us during the day, sharing their artistry in the form of song, storytelling, swordplay and dress. Though some of them are scheduled to perform at the festival's soundstages, much of their time will be spent roaming the streets of Greenville and interacting with our guests! Bring your camera! They love to have their picture taken!



@piratefestnc



#piratefestnc



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Visit Our Website
www.piratefestnc.com

WWW.PIRATEFESTNC.COM



2022 FOOD VENDOR APPLICATION RULES & REGULATIONS

PAYMENT INFO

- \$15 Application Fee is required by all applicants. Please note: This is a processing fee that is non-refundable.
- Online application & payment is available at www.piratefestnc.com.

FESTIVAL TIME & PLACE

PirateFest 2022 will be located along the streets in Uptown Greenville, North Carolina. The festival runs along Evans Street from Dickinson Avenue to 1st Street and onto Town Common near the river.

DATE: April 9, 2022

SET UP: 7:00am -10:30am (Vehicles must be out of festival site by 10:00am)

HOURS OF OPERATION: 11:00am -8:00pm

FOOD VENDOR LOCATION:

Along Evans Street between Dickinson Avenue & 1st Street

BREAKDOWN: Begins at 8:00pm

(Vehicles may not enter the festival site until 9:00pm)

DATES TO REMEMBER

- Feb. 15: Notification (emailed) to accepted vendors
- Vendors will be refunded booth fees (minus a \$30 processing fee) if you notify the Pitt County Arts Council at Emerge in writing by February 15, 2022. After this date, no refunds will be given. No exceptions. Application fees are non-refundable.
- Festival information (including booth space assignments) packet will be emailed out by March 29, 2022.

BOOTH SPACES

- Booth spaces are 10' wide x 10' deep for artists, blackbeard market and non-profit vendors and 18' wide x 12' deep for food vendors.
- Booth assignments: Logistics require that requests for corner booth spaces and electricity will be given first priority, followed by returning vendors for booth location, then other preferences will be considered. Limited corner spaces are available. Electricity is limited.
- Please take note that this is an outdoor street festival.
- Set-up must be professional in appearance. Participants must stay in place until the end of the festival. All units must be of sound construction and must not obstruct others.

EQUIPMENT

- Booth fees do NOT include tents, tables or chairs. Please, plan to bring your own.
- Quiet generators are encouraged.
- Preference is given to vendors who use "Pirate" theme and attire for their booth space.
- Plan to have appropriate weights for your display in the event of wind.

SELECTION & NOTIFICATION

- DEADLINE: All applications are due by or postmarked by Feb. 1, 2022. Notification will be sent to selected vendors by February 15, 2022 via email.

Email paula@pittcountyarts.org to be added to our artist or food vendor email and mailing list for notification about upcoming opportunities.

RAINOUT PROCEDURE

- PirateFest is a rain or shine event! There is no rain date! Food vendors should be prepared to set up in the case of light rain. In the event of heavy rain or inclement weather, the PirateFest Committee will consider the hazards and needs of festival participants before making any decision associated with canceling or suspending the festival. In such cases, festival officials will keep participants up to date with notifications and decisions in a timely manner. No refunds are given in the event that the festival is canceled due to inclement weather or in the event that a vendor decides not to participate. Should a vendor decide to pack up or leave prior to the end of the festival has been declared, that vendor may jeopardize future participation in PirateFest.

REFUND POLICY

- We understand that circumstances may require accepted PirateFest vendors to withdraw from the festival after being accepted. Vendors will be refunded their booth fees (minus a \$30 processing fee) if you notify Pitt County Arts Council at Emerge in writing by February 15, 2022. After this date, no refunds will be given. Application fees are non-refundable.

SALES TAX

- PirateFest sponsors receive no commission on sales. Each vendor is responsible for the collection of North Carolina sales tax during the festival. To apply for a Sales Tax and Use Tax Account Number visit www.dor.state.nc.us and choose form NC-BR. For additional information about North Carolina sales tax, please contact the NC Department of Revenue at 1-877-252-3052.



2022 FOOD VENDOR APPLICATION RULES & REGULATIONS (CONTINUED)

FESTIVAL SITE

- DISPLAY SURFACE: Concrete pavement (along Evans); no food vendors on Town Common.
- DISPLAY SIZE: Food Vendors: 18ft long x 12ft deep
- ATTENDANCE FIGURES from previous years: 30,000+
- PirateFest 2022 will be located along the streets in Uptown Greenville, North Carolina. The festival runs along Evans Street from Dickinson Avenue to 1st Street and onto the Town Common near the river.
- A section of this one-day outdoor festival takes place on a paved surface which prohibits anchoring any supports into the ground.
- Please plan to have appropriate weights for your display, in the event of wind.
- Water sources are available, if noted on application, to vendor booths. Water sources could be 100-200 feet away.
- Electricity is available on a limited basis for an additional fee.
- Vendors will be asked to keep all noise (including radios, background music, played instruments, etc.) at an absolute minimum in consideration of other artists and patrons.
- Vendors may not set up earlier than 7:00AM.

GENERAL SALE REQUIREMENTS

- Soda and water are prohibited by food vendors to sell or give away at PirateFest unless purchased directly from PirateFest committee. An order form will be available for Pepsi products for accepted vendors to order product in the form of cans and bottles. Vendors in violation of this policy will be suspended from the festival.

ENFORCEMENT

- It is required that food being sold at PirateFest follow PirateFest guidelines and be consistent with the menu submitted by the vendor. The PirateFest Committee and the Pitt County Arts Council at Emerge reserves the right to revoke the sale of any food item in question from the event, as well as the vendor if PirateFest directions and policies are not followed. The removal of a vendor would result in the forfeit of all fees and future participation may be refused.

DIGITAL IMAGES

- All food vendors must include a photo of their booth space and three photos that highlight their food. These photos will be submitted along with the application. These items will also be used for promotional materials.

SELECTION CRITERIA

- In order to maintain the quality standard for PirateFest, vendors re-apply every year.

FOOD VENDORS

- Food vendors are required to complete a Health Department application and return with festival application and a menu. Vendors must pass inspection by the Health Department.
- Selling prepackaged foods require an artist vendor application. This includes, but is not limited to, bottle sauces, canned jams, jellies, condiments, candies, and/or prepared baked goods or other prepackaged foods. Vendors must submit documentation that such foods were prepared in a permitted and licensed kitchen.
- Vendors will be placed in small groups throughout the festival (in food court like area).
- Vendors are required to submit a complete list of every food item and the price that will be charged for each. Include ONLY items that you plan to sell at PirateFest.
- Menu/price list of sale items must be posted (minimum 18"x24") on the front of the concession listing the prices of all items being sold. Vendors will not be allowed to deviate from the menus submitted to PirateFest Committee.
- Raffles, drawings, and contests must be pre-approved by the PirateFest Committee.
- All vendor signage MUST stay within booth space. Placing advertisement signage outside of booth space at the festival is prohibited.
- Food concessions are prohibited from selling bottled water or sodas (carbonated or otherwise) with the exception of un-canned tea or coffee, unless product is purchased directly from PirateFest. A limited number of concessionaires will be permitted to sell fresh squeezed fruit juices on a first come, first serve basis.
- Vendor locations are determined by the PirateFest Committee.
- Vendors must remain in place until the end of the festival.
- Space Assignments, parking information, etc. will be emailed to vendors by March 29, 2022.
- Fee is refundable (minus a \$30 processing fee) if written cancellation notice is received by February 15, 2022. No Exceptions.

