



Eastern Carolina BBQ Throw Down
 Food Vendor Application
 October 12 & 13, 2012 - Rocky Mount, North Carolina



Food vendors will be chosen based on their ability to offer an enhanced festival experience to the public. For more information, contact Debbie Julio, Festival Director, at (252) 972-1159 or www.bbqthrowdown.net.

COMPANY INFORMATION

Company Name _____

Contact

Name _____

Address _____

City _____

State _____ Zip Code _____

E-mail _____

Daytime Phone Number _____

Electrical Needs _____

Water: (Circle) yes or no

HOURS OF OPERATION

Friday, October 12 – 4:00pm to 8:00pm

Saturday, October 13 – 10:00am to 6:00pm

Deadline for entries is June 29, 2012

FOOD ITEMS

(List all food items you wish to offer)

FEES

Item	Fee	Quantity	Subtotal
10'd x 20'w space	\$400		
10'd x 10'w space	\$250		
Electricity & water	\$50		
Late Fee (after June 29)	\$50		
TOTAL ENCLOSED:			

PAYMENT INFORMATION

Payment Method (√ check) **Payment Amount**

Check \$ _____

MasterCard Checks payable to:

Visa **City of Rocky Mount**

Name on Credit Card _____

Credit Card Number _____

Signature _____

Waiver of Liability: In consideration of your accepting this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against the Eastern Carolina BBQ Throw Down, City of Rocky Mount or the Kansas City Barbeque Society, their representatives, successors, and assigns, for any and all injuries suffered by me in this event. Further, I hereby grant full permission to the Eastern Carolina BBQ Throw Down, the City of Rocky Mount and/or agents authorized by them, to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose.

I agree to the terms of the Waiver of Liability and the 2012 Eastern Carolina BBQ Throw Down Rules and Regulations.

Signature _____ **Date** _____

RELEASE MUST BE SIGNED OR THIS APPLICATION WILL NOT BE ACCEPTED.

**2012 EASTERN CAROLINA BBQ THROW DOWN
FOOD VENDOR
APPLICATION INFORMATION**

No Refunds

The Eastern Carolina BBQ Throw Down will occur rain or shine.

Application Process

Include the following:

- 1. Payment must be included with application.**
- 2. Make sure to sign and date the Waiver of Liability on application.**
- 3. Make checks payable to: City of Rocky Mount**

Incomplete applications will be returned. Call or e-mail with any application questions.
(252) 972-1159 or bbq@rockymountnc.gov

Mail applications to:

City of Rocky Mount
Parks & Recreation
Eastern Carolina BBQ Throw Down
P.O. Box 1180
Rocky Mount, NC 27802-1180

Upon receipt of the items listed above, Eastern Carolina BBQ Throw Down will send you a confirmation letter.

Contact Information

Debbie Julio
Festival Director
(252) 972-1159
bbq@rockymountnc.gov

Food Items

Please include a detailed list of what you wish to sale. Festival Director will ensure that food items will not have more than one vendor unless it is determined that there will be enough business for that item such as funnel cakes.

Vending Spaces

Vendor spaces for the Eastern Carolina BBQ Throw Down will be located near the main stage by the Train Station.

Electricity & Water

Electricity is available, but limited. Water is available. Please include in detail your electrical needs on application, and if you will need water.

Vehicle Parking

Vehicles may not be parked in vendor space or festival area. Vendor parking is available near vendor space.

Local Accommodations, Dining & Other Rocky Mount Information

The Nash County Visitor Bureau can provide you with local information. Go to the following website:
www.rockymounttravel.com. For festival information, please visit the website: **www.ecbbqthrowdown.com**.

Check-In

Information about check-in will be sent to you closer to the festival. However, all food vendors must be set up no later than 3:00pm on Friday.

**2012 EASTERN CAROLINA BBQ THROW DOWN
FOOD VENDOR
RULES & REGULATIONS**

1. **Application Deadline is June 29.** After June 29, there is a late fee of \$50. No applications accepted after September 4th.
2. Space location requests will be considered, but are not guaranteed.
3. Vendors must provide all equipment, tables, chairs, tents and signage for their space.
4. Amplified sound is not allowed.
5. All activity is confined to designated space. Flyers/brochures/coupons can not be handed out outside of designated space.
6. All vendor booths should be attractive from all sides and kept neat and clean in appearance.
7. Generators are not allowed.
8. Vendors can only sale what they are pre-approved to sale.
9. Vendor listed on application is the only one that can use space.
10. All merchandise must be listed on the application and approved for sale.
11. All merchandise must be the property of the vendor on the application.
12. Food concessions may sell any beverage except alcoholic beverages.
13. Do not pour grease, oil, soapy water or food debris on the ground or in public trash containers. Each vendor is responsible for handling these items in the proper manner as described by the Health Department, and for removing it from the festival site at the end of the day.
14. Space assignments, additional information, parking instructions, parking permits and maps will be mailed to you prior to the festival.
15. **No refunds** will be made once an application is accepted and a confirmation letter has been mailed. Applications not approved will receive a full refund.
16. The Eastern Carolina BBQ Throw Down will be held **rain or shine**. Please plan accordingly. There is no rain date. No refunds will be given due to inclement weather.

Health Department Rules and Regulation Information

The Nash County Health Departments enforce all state regulations regarding food preparation.

Preparing food outside requires strict preparation and storage procedures. Health Department staff will inspect booths. If you do not meet standards, they will not allow you to serve to the public. Consult Nash County Health Department for answers regarding required procedures.

The food vendor MUST contact the Nash County Health Department (3) three weeks in advance of BBQ Throw Down for permit and to schedule for booth inspection. NO EXCEPTIONS.

Nash County Health Department: 252-459-9829

State regulations that govern county health departments can be found at: <http://www.deh.enr.state.nc.us/ehs/rules/t15a-18a.26.pdf>