

**APPLICATION DEADLINE: FEBRUARY 4th, 2019**  
**EVENT TIME: SATURDAY, MARCH 16th, 2019 12:00P.M. - 5:00P.M.**

Name of Business: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Please describe your business and what you intend to promote at the event: \_\_\_\_\_

I will need access to power for my booth:  YES  NO

Please note any special arrangements you may have for consideration: \_\_\_\_\_

**Acknowledgement of Terms:**

I hereby warrant and confirm that the above information is, to the best of my knowledge, true and correct, and further certify that I have read all of the information provided in this application and agree with the terms and conditions provided.

Business Name: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

**Payment Information:** Payment in advance is required.

PAYMENT TYPE: CHECK  VISA  MC  AMEX

CARD# \_\_\_\_\_ EXP. DATE \_\_\_\_\_

SECURITY CODE: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

NAME AS IT APPEARS ON CARD: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**I AM AUTHORIZED TO AND HEREBY AGREE TO ALL TERMS AND CONDITIONS OF THIS APPLICATION AND AUTHORIZE MY PAYMENT TO BE PROCESSED:**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

TERMS AND CONDITIONS: 1) Vendors shall submit the required booth fee and deposit with application. 2) Load-In times: Friday from 10am to 6pm or Saturday morning from 6am to 10am. No vehicles allowed in the gate after the appointed time. 3) Due to increased security measures never leave your vehicle unattended at anytime while within the venue. Do not leave backpacks, packages, boxes, bags unattended outside your booth at anytime. Vendors are responsible for their own merchandise. Suwanee Beer Festival and Veugeler Design Group, Inc. assumes no liability for theft or loss of any type. 4) Vendors are required to be open on SATURDAY, March 16th, 2019 from 12pm - 5pm. CLOSING BEFORE END OF EVENT. OR STAYING OPEN AFTER END OF EVENT IS GROUNDS FOR EXCLUSION FROM PARTICIPATION AT FUTURE EVENTS. 5) All business or other activity, for which the vendors have rented space, must be conducted within the designated 10x10 booth space only! No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival grounds. Vendor signage can be displayed ONLY WITHIN EACH BOOTH. 6) Up to 2 Vendors per category at the discretion of Suwanee Beer Fest 7) Merchandise vendors are prohibited from selling food, water or drinks of any type on festival grounds. 8) The sale of alcoholic beverages of any kind is strictly prohibited. 9) Consumption of alcoholic beverages by vendors at their booth is prohibited. 10) Vendors must provide trash receptacles for waste generated by their booth. 11) ELECTRICAL REQUIREMENTS: Vendors may receive (1)-110 volt 20 amp electrical service (20 amps = 2000 watts) for an additional charge. All electrical appliances must conform to the UNIFORM FIRE CODE OF GWINNETT COUNTY. 12) PERMITS: You are required to obtain and display all necessary permits and/or licenses in order to operate on the festival grounds. If you are forced to close by any government agency for failure to obtain your necessary permits and/or license, The Suwanee Beer Festival or its agents are not liable and will not refund any fees or deposits. 13) Booths may not be shared by multiple businesses. NO EXCEPTIONS. Vendor agrees to all TERMS AND CONDITIONS provided with this application. Each booth will be inspected during event and violators of any of the terms and conditions will forfeit booth space, and deposit fee and will not be invited to return to future events. 14) REFUNDS: Your booth fee is NON-REFUNDABLE unless cancellation, IN WRITING, is received before 5pm on February 11th, 2018. If event is cancelled for any reason up to the day of the event, a refund will be made within 45 days of cancellation. 15) Submission of this application does not guarantee a space. It is agreed and understood that the completion of this application shall not be binding either to the proposed vendor or to The Suwanee Beer Festival, until accepted by Suwanee Beer Festival. You will be notified via email as to your application status. UPDATES: Any updates will be emailed to all those who provide an email address. No updates will be directly mailed to vendors.

**Food Truck Space \$650**  
**10x10 Food Booth Space: \$550**  
**10x10 Other Booth Space: \$450**  
 If additional space over 10x10 is needed, you must purchase an additional 10x10 booth space.

**Includes:**

- Ad space in festival guide in Suwanee Magazine to include company info and offer.
- Vendors will receive white designated driver wristbands to gain entrance to the event as well as 2 general admission tickets to the festival to be used at their discretion. Anyone seen drinking while wearing designated driver wristbands will be escorted off the festival grounds. Must be at least 21 years of age for admittance into the festival

**Suwanee Magazine Beer Fest Guide Business Listing Info:**

**Business Name:** (if you would like to include a logo, please email hi-res file to: vendors@suwaneebeerfest.com)

**50 words that describe your business:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

**ADDITIONAL EVENT ITEMS AVAILABLE:**

\_\_\_\_\_ **10x10 Tent:**  
**\$150**

\_\_\_\_\_ **6ft. Table**  
 (includes black cover):  
**\$35/ea.**

\_\_\_\_\_ **8ft. Table**  
 (includes black cover):  
**\$40/ea.**

**Total Amount Due:**  
**\$ \_\_\_\_\_**



## **VENDOR & SPONSOR INFORMATION & RULES**

**Date of Event: Saturday, March 16th, 2019**

**Exhibitors are strongly encouraged to set up: Friday, March 15th, 2019**

- Exhibitors must provide all of their own props and equipment (including tent), unless ordered ahead of time on vendor application. The Festival will provide trash containers, restroom facilities, and eating areas.
- Electricity must be reserved with application submission. (Max output is 120 volts.) You must provide your own extension cord - #12 and at least 50 feet. We recommend #14 and 100ft.
- No glass bottles or alcohol may be brought into the park.
- Vendors are responsible for clean-up of their areas.
- Vendors need to plan to stay in their festival booth space until 5 p.m.
- Any vendor who misrepresents the content or intent of their booth will be asked to leave the Festival area.
- No booths will be allowed to distribute or give away any food or beverage items, including samples, without prior written consent of the Suwanee Beer Fest Committee.

The location of your booth will be indicated in the following Suwanee Beer Fest exhibitor packet. The Suwanee Beer Fest Committee determines the location of all booths, and the decisions of the Committee are final.

All spaces are 10' x 10' and will be marked and numbered. There is only a half-foot outside of marked space for tie-downs, weights, etc. **NO STAKING OF TENTS IS ALLOWED IN THE PARK.** You must use weights (sand bags, concrete buckets, water jugs, etc.) or some other means to secure your tent. Tents should be weighted for wind resistance. All booth spaces will be outdoors.

Booth set-up will take place as early as 9a.m. on Friday, March 15th and continue through 10a.m. on Saturday, March 16th. No loading/unloading can take place in front of City Hall from

7am-9am Saturday morning. **YOU WILL NEED TO BE IN TOWN CENTER PARK BEFORE 10A.M. ON SATURDAY TO HAVE YOUR BOOTH READY.** All booths must be set up and ready by 10:30 a.m. Saturday, March 16th. The City of Suwanee will provide police security throughout the day Saturday, March 16th, but does not assume liability for any loss. Suwanee Beer Fest has hired security in the park Friday evening, but does not assume liability for any loss. All vendor/booth sponsor vehicle 16th. All accepted vendors must use a parking pass issued upon arrival.

Booths shall not be dismantled before 5p.m. March 16th. After the Festival, the booth must be completely disassembled before vehicles will be allowed into the Festival area for loading and departure. This will be done on a first-come, first-served basis.

The Suwanee Beer Festival is a rain or shine event; it will NOT be rescheduled in case of rain. Weather-related notifications will be posted on [www.suwaneebeerfest.com](http://www.suwaneebeerfest.com). Once your application has been accepted, fees are non-refundable for any reason, including weather.

Knives, firearms, fireworks, weapons, or other dangerous items MAY NOT be displayed or offered for sale.

Exhibitors are solely responsible for collecting, reporting, and paying all sales taxes collected to the Georgia Department of Revenue, Sales and Use Tax Division.

Food vendors are asked to please consider using environmentally friendly products and reduce waste where possible.

## **FOOD VENDORS**

■ Only those booths registered as food or concession vendors are allowed to serve or sell food and beverages. **NO GREASE IS ALLOWED** unless it is in a self contained vending trailer. Food Vendors using grease not inside of a vending trailer will be asked to leave the Festival.

■ If you will be cooking on a grill, you must have a tarp below the grill to catch any drippings.

■ Food vendors will be assigned specific set up times on **FRIDAY OR SATURDAY, MARCH 15th or 16th**. If you are in a concession

trailer, please let us know and your assigned time will be sent to you for set up. It is important you give accurate information of trailer size including tongue and selling side.

■ Food vendors are expected to take extra care in handling and disposing of cooking fluids so as not to damage the surface of the ground beneath their booths. Remember, **NO GREASE** is allowed in any food booth unless it is a self-contained vending trailer. Vendors who do not abide will be fined a minimum of \$100 and any costs incurred for cleanup.

**Thank you for being a part of the Suwanee Beer Fest!**

Contact information:

**Suwanee Beer Fest**

O: 678-482-2270 F: 678-730-0691

[info@suwaneebeerfest.com](mailto:info@suwaneebeerfest.com)

Day of Event: contact Tiffany's Cell: 678-469-6714 or Natalie's Cell: 770-598-2419