

Poplar Grove Foundation, Inc.
2018 Food Truck Rodeo A-Go-Go
Saturday, July 21, 2018

Dear Arts and Crafts vendors,

Thank you for choosing to participate in our first annual Food Truck Rodeo! We are looking forward to having you here. Please completely fill out the requested information and don't hesitate to email if you have any questions or concerns. **Food Trucks, please fill out a different application.**

*We are only accepting 30 vendors for the rodeo and entries will be selected to best suit the event and to avoid repetition of goods.

EVENT INFORMATION

Location: Poplar Grove Plantation, nine miles north of Wilmington on the grounds of Poplar Grove.

OUTSIDE: Standard 10x10 booth space

Acceptable entries: Any handmade arts & crafts made by the vendor. Entries may be limited to avoid repetition. Poplar Grove has the right to refuse entries as deemed necessary for variety.

Booths: Booth spaces will be assigned and marked. Vendors must provide all displays, tables, chairs, etc. that will be needed for the sale. **Exhibits must be set up and vehicles off the lawn at least 15 min. before the opening of the event.**

Vendors are responsible for collecting North Carolina sales tax on all sales made during the Christmas Show. A North Carolina sales tax number is required by North Carolina law.

An accepted application is a commitment to show. No refunds will be made for cancellation for any reason. *Poplar Grove is not responsible for your sales.*

DATE(S)/TIME(S) & FEES

Saturday July 21, 2018, 3:00 pm – 8:00 pm

_____ OUTSIDE, TOP LAWN \$35

Poplar Grove Foundation, Inc.

Food Truck Rodeo A-Go-Go

Complete and return this application with your booth fee no later than 4 PM, June 15, 2018,

Please Print Clearly

Contact Name

Business Name

Address

City State Zip

Phone (daytime) E-mail

Items to be sold (clearly describe all types of items to be sold):

Special Requirements: _____

All vendors are required to provide a copy of their NC Department of Revenue Certificate of Registration, or the certificate of registration number. Include a copy with your application, or provide you CoR number in the space provided: _____

NC Dept. of Revenue requires CoR or exemption to be prominently displayed during the event.

General release: The undersigned does hereby and forever discharge Poplar Grove Foundation, Inc., of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity, from any loss or damage to the undersigned's property while in the possession, supervision or auspices of the Christmas event.

Applicant's Signature

Date

Poplar Grove Foundation, Inc.

SET-UP INFORMATION

Saturday, July 21, 2018 from 1:00 pm – 2:45 pm. Entrances and parking lot locations will be emailed before the event.

- Vehicles must be cleared off grounds by 2:45 pm.
- **CONCESSION VENDORS: If you are selling a product that requires inspection, certification and/or license, you must include a copy of such with this application.**

Vendors will be responsible for providing own lighting, electrical cords, tables, chairs, etc., plus securing own unit(s) at closing each day/night of the event. Poplar Grove Foundation, Inc. will be responsible for securing grounds and outbuildings. A limited # of electrical outlets are available on a first come, first serve basis.

NOTE: Booth Layout & Assignments will be emailed no later than the afternoon of Wednesday July 18, 2018, with more specific information.

POPLAR GROVE CONTACT:

Suzette Cooper

suzette@poplargo.org

phone: 910-686-9518 x102

Deadline for application: **June 15, 2018**

Mail application and Booth Fee to:

Poplar Grove Plantation

Food Truck Rodeo A-Go Go

10200 US HWY 17

Wilmington, NC 28411

Booth Fees Payable to: Poplar Grove Foundation, Inc.