

*Poplar Grove*  
FOOD VENDOR APPLICATION  
*Goosebumps in the Grove 2024*

Dear Food Vendor,

Thank you for your participation in our event! We are looking forward to having you here. Please completely fill out the requested information and include copies of liability insurance. All further correspondence will be by email. If you don't have email, we will call you if needed. Please don't hesitate to email [suzette@poplargo.org](mailto:suzette@poplargo.org) or call 910-998-3322 if you have any questions or concerns.

### Event Information

NAME OF EVENT: GOOSEBUMPS IN THE GROVE

EVENT DATE(S)/TIME(S): Saturday, October 26<sup>th</sup> 2024 (10:00 am-5:00 pm) and Sunday, October 27<sup>th</sup>, 2024 (10:00 am-4:00 pm)

FEE: \$150.00 payable to Poplar Grove Foundation \*Non self-contained food trucks additional fee of \$90.00 is required for rental of approved health department gray water disposal bin. You must have your own grease disposal system approved by the Pender County Health Department.

SET-UP: Set-up Information and map will be supplied via email the Monday before the event.

Poplar Grove Contact: Suzette Cooper-Hawley 910-998 3322 [suzette@poplargo.org](mailto:suzette@poplargo.org)  
Poplar Grove Address: 10200 US HWY 17, Wilmington, NC 28411

THIS IS A 2 DAY EVENT. THOSE WANTING TO DO ONE DAY ONLY MUST BE IN A SELF-CONTAINED TRUCK (NOT TRAILER AS TRAILERS MUST UNHITCH AND REMAIN DUE TO SPACE RESTRICTIONS). PLEASE SPECIFY. YOU WILL ONLY BE CONSIDERED IF WE HAVE ANOTHER VENDOR WANTING TO DO THE OPPOSITE DAY OF YOUR SELECTION.

### Vendor Information

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

Business Contact/Owner Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

List of all items served: (May attach a menu or a separate page if needed):

\_\_\_\_\_

\_\_\_\_\_

Type & size of vending unit (including tongue). Include length of towing vehicle/serving side:

\_\_\_\_\_

\_\_\_\_\_

### **Whisper Quiet Generators ONLY Are Permitted.**

There is no 50 amp service for this event.

You are responsible for contacting the Pender Co. Health Dept. to obtain a Temporary Food Stand Permit. If you do not have a TSP and you are operating out of a trailer or truck you will have to take it with you at the end of the day on Saturday to your commissary.

You must notify the Pender County Health whether you are an in county or out of county food truck a minimum of 15 days prior to the event. Environmental Health Div., PO Box 682, Hampstead, NC 28443; phone: 910-270-5000; fax: 910-270-2526. The food vendor is solely responsible for obtaining food permit, insurance and any necessary licenses.

*If inspections are required, event organizer will set-up appointment for 2:00 pm Friday, October 25<sup>th</sup> 2024*

**Food vendors must provide a copy of current general and product liability insurance policy.**

It is hereby agreed that the vendor will take part in "Goosebumps in the Grove" organized by Poplar Grove Foundation Inc. on October 26th and 27th, 2024 for the entire scheduled time. Vendor will pay a sum of \$150.00, a non-refundable fee made payable to Poplar Grove Foundation. No refunds but a credit will be issued for another festival if the event is cancelled on the part of Poplar Grove due to weather, pandemic, Acts of God, etc.

Vendors are responsible for securing their units at closing each night of the event. TRAILERS WILL NOT BE ALLOWED TO PULL OUT ON SATURDAY NIGHT DUE TO SPACE REQUIREMENTS.

SELF CONTAINED TRUCKS MAY PULL OUT SATURDAY NIGHT AND RETURN SUNDAY MORNING. GATES WILL OPEN AT 8:00 AM ON SUNDAY THE 27<sup>TH</sup>.

Vendors are responsible for cleaning and removing all trash in the area of their food booth after each day/night and at the end of the event. Food areas must be kept clean at all times. No trash, waste water, cooking oil or other items may be dumped on the grounds. All zip-ties and other items used to set up the booth must be removed.

I \_\_\_\_\_ will not hold the **Poplar Grove Foundation, Inc.**, or its owners, employees, volunteers, directors and associates liable for any loss, damage or injury. I further agree to indemnify, save harmless and defend **Poplar Grove** and its representatives in interest from and against any and all claims, demands, actions, debts, liabilities and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss or damage to the property of and injuries to or death of any and all persons whatsoever, in any manner caused or contributed to by the vendor, its agents, or employees while in, upon, or about the **Poplar Grove** grounds where the booth is located, or while going to or departing from the same, and to indemnify and save harmless **Poplar Grove** and its representatives in interest from any liability that the **vendor** and **Poplar Grove** may suffer as the result of acts of negligence, fraud, or misconduct of any vendors agent or employees on or about the **Poplar Grove** grounds.

I release the **Poplar Grove Foundation, Inc.** from any and all liability for loss or damage to property and the merchandise used by the vendor in the operation of the concession due to theft, vandals, fire, storm, flood, and damage through any force of nature otherwise.

I further grant the **Poplar Grove Foundation, Inc.** permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for any legitimate reasons.

Signature \_\_\_\_\_

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

Mail to: Poplar Grove Foundation Inc  
10200 US Highway 17  
Wilmington, NC 28411  
Attn: Suzette Cooper-Hawley