

6th Annual Street Festival

March 25, 2017

Main Street Pembroke, North Carolina
11 a.m. – 5:00 p.m.



January 2017

Dear Vendors:

The Pembroke Area Chamber of Commerce, The Town of Pembroke, Lumbee Regional Development Association, The Lumbee Tribe of North Carolina, and The University of North Carolina at Pembroke are pleased to announce our sixth annual Street Festival, Cruisin' Pembroke 2017.

The Street Festival first began to create an exciting and meaningful free event for our community and a way to give back locally. This even has been an attraction for us to come together and enjoy a variety of local entertainment, food, provide artist a way to showcase their art, and provide activities for our children. The Street Festival has also been able to create a fund for sponsoring community wide events. Our partners have always supported community events both financially and with volunteerism. This fund will allow us to sponsor and support even more events and activities in the future. ***(A portion of your vendor fee goes toward this great fund!)***

On behalf of our organizations, I would like to extend an invitation to join us for this extra-special event on Saturday, **March 25, 2017**, on Main Street in Pembroke from **11 am – 5 pm**.

We are inviting vendors and exhibitors to offer family oriented fun, entertainment, food, and exhibits. We would like you to consider providing a display or exhibit to show the community the services that each of you provide throughout the year. It is sure to be a meaningful and enjoyable event for the entire community. What a better way to market your talent, products, and services.

Specific details are included in the attached application. Feel free to post and distribute this information.

If you have questions, please contact PACC at 910-522-2162 or me at 910-536-7816.

Thank you in advance for your support of Cruisin' Pembroke 2016, and we look forward to seeing you on November 12th.

In gratitude,

Kim Hunt

Chair, Street Festival Committee

An Invitation to Vendors and Exhibitors

Place: Main Street Pembroke, North Carolina

Date: **Saturday, March 25, 2017**

Time: **11 a.m. – 5:00 p.m.**

Atmosphere: This is a family oriented show for spectators of all ages. No alcoholic beverages, illegal drugs, or drug paraphernalia allowed.

Sales: Vendors will be responsible for collecting and turning in the required NC Sales Tax.

Registration: **There is a non-refundable registration fee of \$50 which must accompany your registration form to be considered valid.**
If you are unable to attend the fee will be considered a donation

Deadline: ***Friday, March 3, 2017***

Booth Spaces: Each booth space is **10 x 12**. You are allowed to purchase more than one space if needed. Exhibitors **MUST** furnish their own tables, canopy, chairs, trash cans, electricity, etc. Booth spaces will be assigned prior to the festival. Exhibits/equipment must be taken down (and area cleaned up) immediately following the event. Vendors agree to keep all of their goods, services and activities within the assigned space. Any items outside of the assigned space are subject to removal. *****There will be walking space between the booths*****

No vehicles allowed on the street during the event

Water: Not Available

Electricity: Not Available

Weather: **The show will not be canceled because of rain.**

Check In: Festival officials will be assigned to direct you to your booth. Set-up time is between **8:00 a.m. and 10:00 a.m.** All vehicles must be off Main Street by 10:15 a.m. **You must stay the entire time.** Exhibits are not to be removed until after 5:00 p.m. Anyone failing to remain until 5:00 p.m. may not be able to exhibit at future shows.

We will notify you of your acceptance promptly within receipt of your application and payment either by phone or email.

The Planning Committee Reserves the Right to Deny Any Application with materials that are deemed to be unsuitable and do not contribute to the wholesomeness of the event.

Cruisin' Pembroke – 2017 Application

Liability and Insurance: The vendor/exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save PACC and its agents harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by the vendor's/exhibitor's installation, removal, maintenance, or occupancy of the space provided during the event. In addition, the vendor/exhibitor acknowledges that the PACC does not maintain insurance covering the vendor's/exhibitor's property and that is the sole responsibility of the vendor/exhibitor to obtain business interruption and property damage insurance covering such losses by the vendor/exhibitor.

Vendor/demonstrator signature ¹shows agreement to liability and insurance agreement and guidelines.

Signature _____ Date _____

Booth Information

Please complete the form and be specific. **Deadline – Friday, March 3, 2017**

Group Name/Business _____

Contact Person(s) _____

Address _____

Phone Number _____ Email _____

Type of Booth

___ **Baked Goods/Desserts Only** (\$50) Please tell us specifically what you are selling; all items must already be prepared and ready for sale.

___ **Craft Vendor** (\$50) Please give a brief, specific description of craft _____

___ **Demonstrator Only:** (No Charge) exhibiting a talent/trade: (Limited Space Please give a brief description)

___ **Information only: "but"** marketing and/or advertising your business (\$25)

Where else can you advertise your business to a mass audience for \$25!!!!

Mail Application and check to: **NO CASH ACCEPTED**

**Make checks or money order payable PACC-Street Festival: \$45 return check fee charge
Pembroke Chamber of Commerce, PO Box 1978, Pembroke, NC 28372**

Any questions: call PACC (910) 775-4334 or Kim Hunt (910) 536-7816

Email: pembrokestreetfestival@gmail.com