

SC REGGAE JERK WINE FESTIVAL



VENDOR PACKAGE



Dear Vendors:

On August 27, 2023, Caribbean Rootz in conjunction with Healthy Lifestyle Network will celebrate the 10th Annual SC Reggae Jerk Wine Festival, Jamaica Day in the Carolinas at Brittle Bank Park. We invite you to join us as a vendor, for the largest and fastest growing Jamaican Cultural event in South Carolina.

The food, music and wine event will start at 1:00 PM and provides an opportunity for you to savour the delicious taste of Jamaican jerk foods paired with wine while enjoying the wonderful sounds of Reggae Music.

Participation in the SC Reggae Jerk Wine Festival is a wonderful opportunity to grow your brand. Vendors of authentic Jamaican food, local foods, Arts and Craft, and other popular merchandise are encouraged to participate.

We would like you to be a part of this spectacular event and have enclosed the registration form. **Please read it carefully**, complete the forms required, and return them with full payment no later than **July 31, 2023, for regular registration**. **Food Vendors are encouraged to register early since spaces are limited and will be allocated on a first-come, first-serve basis.**

We urge you to pay special attention to the guidelines including the requirements of the South Carolina Department of Health and Environmental Control. All items for sale must be listed. DHEC will be notified of your list.

Read up on the DHEC regulation

<http://www.scdhec.gov/FoodSafety/Docs/NewRegulation/Regulation%2061-25.pdf>

Vendors selling in the City of Charleston must be registered with the city.

<https://www.charleston-sc.gov/1969/Mobile-Food-Vendors>

We are unable to accommodate you if you are not on the City's Vendor List, so please get registered.

Thank you for your support. We look forward to seeing you.

Lorna Beck.



SC Reggae Jerk Wine Festival

FEES: SC Reggae Jerk Wine Festival fee structure – Regular and Late. Vendor fees include a **refundable \$50.00 clean up fee**. Refund is based on the area being left clean, garbage **MUST BE PLACED IN THE DUMPSTER** not in the cans. No grease or charcoal should be dumped on the grounds.

Mr. Tim will inspect and approve clean up. If approved, Refund will be mailed before the end of September.

Please pay fees with Certified Cheque, Money Order. Certified Cheque or Money Order should be mailed to: **CaribbeanRootz, P.O. Box 32278, Charleston, SC 29417-2278.**

Food Vendors: Insurance must accompany fees.

Vendor Types	10' x 10' Booth Fee + Clean up	20' x 10' Booth Fee + Clean up	Truck/Trailer Booth Fee + Clean up
REGULAR FEES April 15 – July 31, 2023			
Food Vendors Fees include three (3) vendor wristbands Not allowed to sell smoothie or icee.	N/A	\$450.00	\$450.00
Single Food/Cake/Smoothie/Icee Vendors	\$250.00	\$350.00	\$400.00
Art & Craft Vendors/Non-Food	\$200.00	\$300.00	\$350.00
Clothes Vendor	\$300.00	\$400.00	\$450.00
Non-Profit Booth	\$200.00	\$300.00	\$350.00
Corporate Booth	\$450.00	\$550.00	\$600.00
LATE FEES August 1, - August 20, 2023			
Food Vendor (Not allowed to sell smoothie/ices)	N/A	\$500.00	\$500.00
Single Food/Cake/Smoothie/Icee Vendors	\$300.00	\$400.00	\$450.00
Art & Craft Vendors/Non-Food	\$250.00	\$350.00	\$400.00
Clothes Vendor	\$350.00	\$450.00	\$500.00
Non-Profit Booth	\$250.00	\$350.00	\$400.00
Corporate Booth	\$500.00	\$600.00	\$650.00

If a cooking grill will be used, 10x10 space is not adequate.

BOOTH POLICIES

Please read the following information carefully as these policies pertain to all vendors!

1. You should have:

- a. Quality merchandise.
- b. A well-maintained, safe area.
- c. Courteous, friendly, staff
- d. An attractive and professional looking booth and display.
- e. The appearance of your booth is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative booth designs, flags, banners, etc.

2. Booth Selection:

- a. Booths are selected based on the type and quality of the products you sell.
- b. We reserve the right to refuse anyone for whatever reason and return fees.

3. Booth Placement:

- a. Is based on when your application is received and the type of product(s).

4. Event is rain or shine.

- a. Booth fees are **non-refundable**.
- b. Deposits must be submitted with Booth Fees but are REFUNDABLE.

5. Payment:

- a. Bank Check or Money Order made payable to: Caribbean Rootz and include SC Jerk, Reggae & Wine Festival (SCRJWF) on the memo line.

6. For each individual space purchased, you will receive:

- a. A single 10'x10' tent space, a 20 x 10 Booth space or a Truck Space.
- b. two (2) NON-TRANSFERABLE vendor passes and 2 vehicle passes.

7. Vendors are responsible for providing Generators.

- a. Vendor must bring own extension cords & lights.

OTHER REQUIREMENTS/INFORMATION:

- ☑ Vendors are **prohibited from selling alcohol, and water of any kind.**
- ☑ Consult the DHEC rules for Community Festivals.
- ☑ All Vendors cooking must have fire extinguishers.
- ☑ Please stay within the space you are assigned.
- ☑ All equipment used in operating a booth during the event will be the responsibility of the vendor, including tables, chairs, lighting, maintaining and removing booth materials, leftovers and trash. Please leave your area as clean as it was when you arrived. **Trash MUST be placed in the Dumpster.**
- ☑ Bring your own extension cords, power strips, and lighting as needed. No propane lanterns allowed.
- ☑ **Insurance:** Vendors selling food are required to provide an insurance certificate listing Caribbean Rootz, LLC no later than August 10.

📌 **Setup/Breakdown:**

o **Please show up on time for load in or you will not be able to setup.** You WILL NOT be able to set up before the time listed below! Booth must be completely set up, open, & ready for business when the gates open at 12:00 Noon, remain set up and open until the last band finishes and the crowd leaves.

No early breakdown or late setup will be allowed. No exceptions!!!

📌 **Load in:**

o **Sunday:** 7:00am to 11:00am. No vendor will be allowed access after 11:00am, unless special permission is obtained.

📌 **During festival hours: No Load-in**

o All paid and accepted vendors agree to operate and adequately staff a booth during the festival hours of: 1:00pm until 6:00pm.

📌 **Taxes:**

o Local sales tax remittance is the sole responsibility of each vendor.

📌 **Advertisement:**

o Once your application has been approved, we will provide you with flyers to help advertise the event. Thank you.



SC REGGAE JERK & WINE FESTIVAL

Brittle Bank Park

185 Lockwood Drive, Charleston, SC 29403

August 27, 2023 – 1:00PM to 6:00 PM

FOOD VENDOR APPLICATION & AGREEMENT

Application Deadline: July 31, 2023. Only 6 Spaces are available so please sign up as soon as possible.

Name / Organization: _____

Contact Person: _____

E-Mail _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: _____ Fax: _____

Website: _____

Emergency Contact: _____

Enclose Vendor Fee with Refundable Deposit \$ _____ and Insurance for Food Vendors.

Products to be sold:

Please fill form out above completely and sign form below. **NO PERSONAL CHEQUES.**

Please make Bank cheque or money order payable to: **CARIBBEAN ROOTZ** and include **SC Reggae Jerk, & Wine Festival (SCRJWF) on the memo line.**

Mail application with payment and insurance to: **P.O. Box 32278, Charleston, SC 29417-2278.**

You will be notified if you have not been accepted.

We reserve the right to ask you to remove any misrepresented items in your booth.



Signature: _____ Date: _____

By signing this agreement you expressly release **City of Charleston, SC Reggae Jerk & Wine Festival, Healthy Lifestyle Network, Inc., Caribbean Rootz** event Sponsors, as well as the owners of the festival sites of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of vendor space by the applicant(s). You also agree to comply with all state and local regulations in the operation of your booth.

*You agree that you have read and agree with the BOOTH POLICIES outlined in the attachment. **SC Reggae Jerk & Wine Festival**, may choose to terminate this agreement at any time if you choose not to abide by our BOOTH POLICIES. **SC Reggae Jerk & Wine Festival**, reserves the right to make changes to this agreement as needed. You understand your entry fee will not be refunded in the event that you do not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.*

No early breakdown or late setup will be allowed. No exceptions!!!



SOUTH CAROLINA REGGAE JERK & WINE FESTIVAL

Brittle Bank Park, 185 Lockwood Drive, Charleston, SC 29403

August 27, 2023 – 1:00 pm to 6:00 pm

VENDOR APPLICATION & AGREEMENT – ARTS & CRAFTS/NON-FOOD

Application Deadline: WHEN FULL! Spaces are limited so please sign up as soon as possible.

Name / Organization: _____

Contact Person: _____

E-Mail _____

Address: _____ City: _____ State: _____

Zip: _____ Phone: _____ Fax: _____

Website: _____

Emergency Contact: _____

Products to be sold: _____

Booth Fees for Arts & Crafts are listed on the chart above. deposit included. One (1) 10'X10' or 20 x 10 Tent space will be provided. The price includes two (2) vendor passes, as well as one (1) parking pass. All spaces will be assigned at the discretion of the festival administration. Please fill out above completely and sign both forms. Please make Bank check or money order payable to: **Caribbean Rootz** and include on the memo line **SC Reggae Jerk & Wine Festival**.

Mail application and check to: **P.O. Box 32278, Charleston, SC 29417-2278**

In the event you are not accepted, you will be notified.

We reserve the right to ask you to remove any misrepresented items in your booth.

Signature: _____ Date: _____

*By signing this agreement you expressly release SC Reggae Jerk, & Wine Festival, event Sponsors, City of Charleston as well as the owners of the festival sites of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of vendor space by the applicant(s) You agree to hold **SC Reggae Jerk & Wine Festival**, and the owner of the festival sites harmless of any loss or damage by reason thereof. You also agree to comply with all state and local regulations in the operation of your booth. You agree that you have read and agree with the **BOOTH POLICIES** outlined in the attachment. **SC Reggae Jerk & Wine Festival**, may choose to terminate this agreement at any time if you choose not to abide by our **BOOTH POLICIES**. **The Reggae Jerk & Wine Festival**, reserves the right to make changes to this agreement as needed. You understand your entry fee will not be refunded in the event that you do not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.*

SCRJWF supports Healthy Lifestyle Network and the Shelton Project in Jamaica. Funds from this event makes it possible to fight child sexual abuse in Jamaica. The funds are used to conduct a girl's conference, You Are Royalty, Sparkle Shine, a Boys conference, Raising Kings and educates the community via the Darkness to Light Stewards of Children Training.

We appreciate you being a part of this wonderful event.

*Thank
You*