



Border Bash Summer Concert Series

4th of July Celebration Food Vendor - \$250

Vendor Application Process

Attached to this information packet is a vendor application. Please complete the application and return it to the listed address at the bottom of the second page. Once the application has been received **and approved**, you will be notified. After the deadline we will still accept vendor applications, but cannot guarantee a space at each requested date. **Fees must be paid to Believe in Bristol AT LEAST two weeks prior to the event you have applied for.**

Vendor Policies and Procedures

Although we cannot guarantee exclusivity, Believe in Bristol tries very hard not to repeat similar products and services. We will avoid placing vendors with similar products or services next to one another for the benefit of all.

Set Up/Vending time: *Each vendor is responsible for any and all taxes due to the City of Bristol (important: this year's July 4th event will take place in Anderson Park so all vendors must have their TN paperwork in order) or the state (TN).* **All food vendors must carry their own liability insurance and provide Believe in Bristol with a copy of their Certificate of Liability Insurance. The Certificate of Insurance must list Believe in Bristol, City of Bristol VA, and City of Bristol, TN as additional insured.** There are certain restrictions on where vendors can be located. Vendors will not be allowed to set up in front of any open downtown business or restaurant. Placement of outside cooking vendors will be influenced by how the smoke may affect the public and surrounding vendors. **You may set up beginning at 3:00pm on the day of the event. If you are not on the street by 4:30pm, you will not be allowed to participate in the event as the parade begins at 5:00pm and we cannot risk injury.** When you arrive, you will be directed to your assigned area. You must be ready for opening by 5:00pm. Vendors are allowed to begin selling products as soon as our first guests arrive. **Please note that your truck/tent must be monitored by one of your employees AT ALL TIMES.**

Clean Up: Border Bash will last until approximately 10:30pm. Each vendor is responsible for cleaning up their entire area. Please leave our street the way you found it. You are responsible for a timely clean up at the conclusion of the event. **If a vendor must leave prior to that time, their booth and its contents must be hand-carried out as no vehicles will be permitted on the street after 5:00pm for the event.* NO vehicles are permitted to enter the closure before the crowds have exited the event completely!**

Space available: Space is limited and will be assigned on a first come, first served basis – as with previous years, we will be marking vendor spaces on the street and you will need to check in with one of our volunteers when you arrive on site. All vendors will have spaces set up evenly on either side of the street, ensuring great foot-traffic flow and visibility. If you are unable to attend, please get in touch with Believe in Bristol by the Friday before the event so that we can adjust the site mapping.

Vendor Policies and Procedures continued

Sales Tax: All vendors are required to pay their own sales tax from any sales made at the Border Bash Concert Series.

Signage & Electricity: No signs outside of the assigned vendor space are allowed. We do not have electricity available for all vendors. **Please note on your application if you do not have a generator and will require access to electricity.**

Flyers/Handouts: Flyers and handouts are prohibited. You may not approach guests at their seats. You must allow guests to approach you at your booth.

Noise Control: No loud horns, speakers, microphones, yelling or other noises that might offend other vendors around your location or that would interfere with performers are allowed. Jamming with acoustic instruments is permitted on sidewalks and in doorways. If you need to use a generator, please note that it must be located on the back side of your setup away from the crowd and music.

Parking: There is no reserved parking for vendors. Please be respectful of your prospective customers when parking. We ask that you limit the number of vehicles you need to bring, due to limited parking.

Weather: Our Believe in Bristol events are dependent on weather circumstances for the day. If an event is canceled due to weather, you will be notified a.s.a.p.

Refunds: We do not allow for refunds, but you may be allowed to reschedule for another concert date if any are available.

Food and Drink by Vendors: No food or drink is allowed for sale by craft and material vendors. **No soft drinks or waters are allowed for sale by ANY vendor as these serve as a fundraiser for Believe in Bristol.** Other drinks such as tea and lemonade are permitted. Alcoholic beverages may only be sold inside the Beer Garden, restaurants, or through sidewalk permits obtained by the city. Respective police departments will be enforcing this regulation.

Tobacco/Alcohol Policy: Please refrain from using any tobacco products while at the Summer Concert Series. Please remove yourself from the street, and crowded areas, before using tobacco products. The consumption of alcohol while participating as a vendor is strictly prohibited. If seen using these items while participating as a vendor, you will be asked to leave the concert.

Behavior: The organizers have full discretion of what is acceptable to sell during all events. You will be asked to leave if your staff or volunteers are not acting appropriately.

*Please note that this is a community event, which is open to everyone, and therefore there may be other vendors attending who sell similar products or offer similar services.

Signing this application is acknowledgement that you have read and understand the vendor rules.

Please return this application (signed by the contact person listed below) to the **Believe in Bristol office at PO Box 1931, Bristol, TN, 37621 or fax application to 423-573-2213.**

Signature: _____ Date: _____

Thank you for your support of Historic Downtown Bristol! We can't wait to have fun with you and promote our musical heritage.

If you have any questions, please call 423-573-2201 or email us at info@believeinbristol.org

Border Bash Summer Concert Series
Food Vendor Application 2024
July 4th Food Vendors ONLY - \$250

Name of Business: _____ Contact Person or Persons: _____

Address: _____

Phone: _____ Cell phone: _____

Email address for contact: _____

Description of items/food to be sold (please note you may only sell items listed on this application):

BOOTH REQUIREMENTS (check one):

****Do you need access to electricity? If so, please bring an extension cord. Y N**

*Please note electricity is limited and therefore not guaranteed. Electric outlets will be assigned on a first come first served basis.

****Please note specific electricity requirements (ie 30 amp, 50 amp, etc) and attach a photo of your plug so that we can provide the appropriate adapters as needed*** _____

NO generators will be permitted at this event

Food Vendors:

_____10'x25'+ (please include total number of feet here ____)

***Trucks and trailers only: On which side is your serving window located? ___Driver ___Passenger**

We do our best to hold the event, rain or shine, but in rare instances, extreme weather or circumstances outside our control lead to a date being canceled – if so, we will contact you as soon as possible. In the event of cancellation, music may be moved to an inside restaurant or bar venue, but unfortunately this move would not be able to include vendors.

All applications for July 4th Border Bash must be turned in by June 13th!