

RETURN TO  
GREENSBORO BEAUTIFUL'S  
ART IN THE ARBORETUM  
P.O. BOX 9874  
GREENSBORO, NC 27429



P.O. Box 3136  
Greensboro, NC 27402  
(336) 373-2199  
[www.GreensboroBeautiful.org](http://www.GreensboroBeautiful.org)

*Return service requested.*

# Art

IN THE  
ARBORETUM

*Juried Art & Fine Craft*

SUNDAY,  
OCTOBER 1, 2017  
12-5<sup>PM</sup>

AT THE  
GREENSBORO  
ARBORETUM

**-FOOD VENDOR APPLICATION-**

*This event is made possible by Greensboro Beautiful  
through private donations from the community.*



## PARTICIPATION INFORMATION

- Applicants must complete and submit the attached application form and the appropriate fees by check (made payable to Greensboro Beautiful, Inc.).
- Space only will be provided, measuring approximately 10'x10'. Food vendors are responsible for providing any and all chairs, stools, display fixtures, tables, table coverings, props, etc., necessary for setting up their space.
- Please ensure that your vending area is confined within the boundaries of your assigned space.
- Space fee for food vendors is \$100. There will be no refunds. All fees must be included with the completed application.
- The event will be held outdoors. Please be prepared for various types of weather.
- Setup for food vendors will begin at 9:30 am on the day of the event. Botanical Garden Staff and event volunteers will be on hand to assist with setup.
- All vehicles must be removed from the garden by 11:00 am. Parking will be available in the garden's bulk storage area adjacent to the ball fields. There will be no vendor parking inside the garden.
- No food vendor vehicle will be allowed in the garden after 11:00 am.
- Please do not insert poles, stakes, beams, braces, etc., into the ground without prior approval of the Botanical Garden staff.
- Please ensure that your vending area is set up by 11:30 am on the day of the event, and that any and all storage boxes are put away (either within your space or your vehicle).
- Food vendors may begin selling as soon as you are set up.
- Please keep your area clean and litter-free. Trash containers are located throughout the garden.
- Greensboro Beautiful volunteers will be available throughout the afternoon to answer any questions and to provide restroom and concession breaks for vendors.
- Security of items will be the sole responsibility of the vendor.
- Greensboro Beautiful and the Greensboro Parks & Recreation Department will not be responsible for vendors' sales and transactions, nor the cash required for sales and transactions. Please prepare for all cash transactions by bringing adequate monies and change.

- Greensboro Beautiful, the City of Greensboro and the Greensboro Parks & Recreation Department will not be responsible for sales tax or subsequent reporting of any information related to your sales.
- Food vendors are responsible for ensuring that booths, displays, and merchandise meet all fire and health codes.
- Removal of displays must be completed by 6:30 pm following closure of the event.
- **Application deadline is September 1, 2017.**  
*Please Note: Applying for Art in the Arboretum does not guarantee acceptance into the event. Our food vendor selection committee strives for unique, diverse food items while also offering typical festival fare. All food vendor applicants will be notified within one week after the deadline as to their participation.*
- Vendors must provide all display equipment.
- Only EZ ups and/or tents requiring no stakes will be allowed.
- Vendors are expected to participate for a full day at the event. Those leaving early will not be asked to return to future events.

## CANCELLATIONS/REFUNDS

### Vendor Cancellation

After all fees are paid, applicants are entitled to the following refund of space fees upon cancellation:

By 5 pm September 8:	50%
After 5 pm September 8:	No refund

### Event Cancellation

On event day, should extenuating circumstances arise and/or extreme conditions exist that require the event to be cancelled, there will be no refunds. All revenues received from vendors for this event are used to cover planning, promotional, and operational costs. Thank you for your understanding.

## CONTACT INFO

Mebane Ham, Coordinator  
Greensboro Beautiful's Art in the Arboretum  
P.O. Box 9874  
Greensboro, NC 27429  
Mebane@MebaneHam.com  
(336) 273-7448

## ART IN THE ARBORETUM FOOD VENDOR APPLICATION

Name \_\_\_\_\_

Trade Name (if applicable) \_\_\_\_\_

Event Day Contact Person \_\_\_\_\_

Event Day Contact # \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_

E-Mail \_\_\_\_\_

### Check One:

- Truck       Trailer       Booth

### Please describe your food items

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please list any special needs; i.e., water, electricity, etc. (if requesting electricity, please list exactly what and how many electrical items you would like to use. Electricity is not supplied for food trucks.)**

\_\_\_\_\_  
\_\_\_\_\_

Water

Other (please list) \_\_\_\_\_

If food truck or trailer, please list size \_\_\_\_\_

### CHECKLIST

- I will participate in Greensboro Beautiful's Art in the Arboretum on Sunday, October 1 from 12-5 pm.
- I have read the rules and guidelines as presented in this application, and agree to abide by them.
- Enclosed is a check, **made payable to Greensboro Beautiful, Inc.**, in the amount of \$100.00.

Signature \_\_\_\_\_

Please detach and return completed application, along with your payment to

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