



APPLE HARVEST
FESTIVAL
2024



FOOD
MUSIC
CRAFT
APPLES

OCT 19th
10am-5pm
DOWNTOWN
WAYNESVILLE

2024 Apple Harvest Festival GENERAL POLICIES & PROCEDURES

Requirements:

Items offered for sale must be at least 50% organic, natural, USA-made, handmade, or recycled. Items not related to “arts & crafts” are not acceptable. All items in your booth must be handmade/handcrafted by the selling vendor. We do not allow mass-produced, purchased for assembly and resale, or consignment merchandise. The local political parties may purchase a booth; however, it is a party booth, not an individual candidate space.

Registration:

Only completed applications will be accepted. This must include a signed application, three photos (if you are a new vendor to the Apple Harvest Festival), and full payment. The Festival Committee determines acceptance within ten (10) business days. Show directors reserve the right to decline applications based on the proposed items and refuse admittance to anyone whose work is deemed offensive or of questionable taste. Only approved art, craft, and food may be displayed and sold.

Confirmation:

Once your application has been approved, we will send you an **email** confirmation. Please include a self-addressed, stamped envelope if you prefer a mailed confirmation.

Cancellation/Refund Policy:

There is no rain date and no refund in case of inclement weather.

Refunds requested before:

July 1: Fees will be refunded less the \$25 processing fee

July 1 – September 1: 50% refund less \$25 processing fee

NO Refunds after September 1

“No Shows” who do not notify the Haywood County Chamber of Commerce by phone or email before the opening day will not be considered for future applications. Call the Chamber Office in an emergency and leave a detailed message (with the correct contact information).

Booths:

Booth assignments, festival maps, and set-up procedures will be posted online via the Haywood County Chamber of Commerce website at HaywoodChamber.com. Booths will be assigned after September 1st. However, consideration of locations will be on a FIRST COME / FIRST SERVE basis. Preferred booth locations will be considered but cannot be guaranteed. Once your booth assignment is made, booth change requests will have a \$40.00 service charge and must be submitted 14 days before the festival.

Each exhibitor must provide their display. Canopies are not required but are recommended and must be stabilized with weights. We ask exhibitors to take appropriate measures to ensure their space and surroundings are safe.

No solicitation without a designated booth is acceptable during the 10 AM – 5 PM time slot that is the Apple Harvest Festival. Please see the *Town of Waynesville Ordinance, Sec. 42-1*.

No person shall beg or solicit alms in or on the streets or other public places of the town or in the entrances or corridors to or of any public building in the town without a permit issued to him from the town.

The Chamber can remove a solicitor from the event if they create an obstacle for the approved Apple Harvest vendors.

Electricity:

Electricity is not available. Food vendors may use a quiet portable generator. (Less than 60dB noise level.)



APPLE HARVEST FESTIVAL 2024



FOOD
MUSIC
CRAFT
APPLES

OCT 19th
10am-5pm
DOWNTOWN
WAYNESVILLE

Taxes:

Each exhibitor is responsible for collecting and reporting sales taxes.

Sales & Use Tax Division, NC Department of Revenue

Remit to:

P.O. Box 25000

Raleigh, NC 27640

Setup:

The festival begins at 10 am and ends at 5 pm. Setup starts at 6:30 am and must be completed by 9:30 am. Please unload your vehicle and remove it from the street **before** setting up your booth. **Only one(1) vehicle per vendor is permitted on the road.** All vehicles must be off the street by 8:30 am. After 8:30 am, you may continue to unload on a designated side street.

Cleanup:

Please refrain from packing your booth until after 5 pm. Remove all trash, cardboard, and zip ties/plastic tie-downs.

Cardboard boxes must be broken down for easy disposal. **Exhibitors who fail to clean their area properly will be fined \$100 and lose the right to participate in future festivals. Trash and vehicles must be removed from the space by 7 pm following the event.**

Town of Waynesville Smoking Ordinance:

Article IV of the Town of Waynesville Code of Ordinances prohibits smoking and using E-cigarettes and tobacco products in the Business District where the festival is held. This includes all streets, sidewalks, and town parking lots.

FOOD VENDORS

All food vendors (anyone required to have a temporary food service license) will be assigned to booths at Main Street's North and South ends. Only one category of food vendor will be assigned in each of the individual food locations. See the Festival Map for more info.

- Haywood County Apple Growers have **exclusive rights to sell fresh apples**. However, food vendors are encouraged to offer apple products and other products related to the fall harvest!
- Sorry, **no microwave** ovens. You must provide your power source (see "Electricity" above).
- **Water is not available**. Please provide your portable water supply if needed.
- Food vendors must remove used oil.
- You are responsible for your trash removal. Cardboard boxes must be broken down for easy disposal, and food waste must be placed in the necessary containers.

Temporary Food Service License:

Food vendors must contact the Health Department (828)452-6682 to obtain a Temporary Food Service License for the festival in accordance with NC Department of Health and Human Services – 15A NCAC 18A.2669.

Food Vendor Insurance Rules:

Food vendors must provide a current Certificate of Liability Insurance at the time of application. The following is required:

Commercial General Liability Coverage:

Must be on an occurrence form containing limits of at least \$1,000,000 per occurrence/\$1,000,000 general aggregate/\$1,000,000 products-completed operations protecting claims arising from the exposures of:

1. Premises or Ongoing Operations
2. Products-Completed Operations: This coverage must be maintained through the statute of limitations in the state where the work is being performed. Policies and/or endorsements cannot include any provisions that terminate products-completed operations coverage at the end of the policy period or limit this coverage in any other way concerning the additional insured.
3. Independent contractors
4. Contractual Liability coverage



APPLE HARVEST
FESTIVAL
2024



FOOD
MUSIC
CRAFT
APPLES

OCT 19th
10am-5pm
DOWNTOWN
WAYNESVILLE

Commercial General Liability Coverage must contain the following provisions:

1. This coverage must be primary and non-contributory; contractor's insurance shall be considered excess for the purpose of responding to claims.
2. The certificate holder (Haywood County Chamber of Commerce) must be listed as Additional Insured concerning the general liability policy

Mail checks and application materials to:

Apple Harvest Festival, 28 Walnut St., Suite 1, Waynesville, NC 28786

OR

Apply online

www.haywoodapplefest.com

Haywood County Chamber of Commerce
828.456.3021 · www.HaywoodChamber.com