



Greater Holden Beach Merchants Association

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**Days At The Dock Festival  
Non-Profit Application**

Dear Non-Profit Vendors,

We are very excited about the Days At The Dock Festival & appreciate your interest in our event. The Days At The Dock festival is presented by the Greater Holden Beach Merchants Association in cooperation with the Town of Holden Beach.

**Festival Dates: Saturday April 27 and April 28, 2019**

**Festival Hours: Saturday 9:00 AM until 5:00 PM & Sunday 9:00 AM until 4:00 PM**

*Be prepared to be open for business during the entire listed times*

**Festival Fees:**

*Please be aware of application deadline dates & fee increases*

**Non-Profits: Distributing brochures**

\$25.00 for applications submitted before March 31, 2019

\$40.00 for applications submitted beginning April 1, 2019

**Non-Profits: Selling Items or having raffle**

\$40.00 for applications submitted before March 31, 2019

\$60.00 for applications submitted beginning April 1, 2019

**Requirement from Fire Marshall:**

- **Tents must have permanent (sewn-in) label which states “treated with flame/fire retardant”**
- **All tents must be secured by 7:30 am on Saturday**
- **Please bring a fire extinguisher for your booth**
- **All tents must be secured by concrete, sand or weights to secure tents**
- **No sales are allowed until fire marshal approves & signs off on the whole festival**

**Set-Up and Tear-Down:**

- Check-in will begin on Friday after 8:00 am until 7:00 pm.
- If you would like to be able to set up on Friday, please note on the application form
- Limited Saturday setup 5:30 am until 7:30 am.
- Security will be provided overnight Friday and Saturday by the Holden Beach Police Dept.
- Vendor’s vehicles are to be removed from the festival grounds before 7:30 am Saturday and Sunday
- Our insurance policy prohibits vehicles from being brought into or leaving the festival area during the posted hours
- If needed, you may hand-truck goods in and out during the posted festival hours
- After the posted start time of the festival, no vehicles will be allowed in
- No gas generators are allowed by vendors
- No electrical hookups are provided



## Greater Holden Beach Merchants Association

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### **Non-Profit**

- A limited number of spaces are available for local charities
- Please fill out the application & include your fee
- Non-profit selection for Days At The Dock is entirely up to the discretion of GHBMA festival committee. We do not allow consignment spaces or tables, publications, computer generated items nor political pieces. Please feel welcome to inquire about Membership or Sponsorship.

### **Craft Items:**

- Only handmade crafts, individual artworks, patent owned by your products and published authors are allowed
- No weapons, (real, toy or facsimile) are allowed (Unless approved by the Committee)
- No sound amplification: Vendors are not allowed to “entertain” by singing, playing instruments or any type of sound amplification from any booth space
- A photo of your craft or art is required for all applicants. Photos can be submitted by mail or email on plain copy paper along with your application
- The Festival Committee has final approval of vendors

### **Requirement for all Vendors**

- All vendors must check in prior to setting up at the “Vendor Check In” tent located on Jordan Blvd
- Vendors will be escorted to your assigned space
- Please be aware that:
  - o If you do not check-in we may assume you are a “no show” and assign your space to someone else
  - o **If you do not check-in and set up in the wrong spot, you will be asked to relocate**

### **To All Vendors:**

- There are vendor parking areas but *no* reserved parking for vendors
- The “NO PARKING” signs on any street will not be observed by the Holden Beach Police Department You may park on any street as long as your vehicle is completely off the roadway and your vehicle is not blocking a driveway or a fire hydrant
- You may park in a handicap space with a proper (DOT-issued) placard only
- No parking in the boat ramp area on South Shore of cars, trucks or trailers. (Chapter 13, section 264, 113-264e) Any cars, trucks or trailers parking in this area will be towed.
- No overnight parking in motorhome or sleeping in cars (Holden Beach Town Ordinance)



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### **Reminder Application and Fees:**

- Booth Space: 10' x 10'
- Booth Fee: **Non-Profits: Distributing brochures**
  - \$25.00 for applications submitted before March 31, 2019
  - \$40.00 for applications submitted beginning April 1, 2019
- **Non-Profits: Selling Items or having raffle**
  - \$40.00 for applications submitted before March 31, 2019
  - \$60.00 for applications submitted beginning April 1, 2019
- Only money, money orders or a certified bank check will be accepted after April 1, 2019
- No personal or business checks will be accepted after April 1, 2019

**For more information please contact:**

**Phone: 910-523-8523 (text friendly)**

**Mail: GHBMA PO Box 1354 Shallotte, NC 28459**

**Email: [festivalchairperson@holdenbeachmerchants.com](mailto:festivalchairperson@holdenbeachmerchants.com)**

*Thank you for choosing "Days At The Dock" and promptly returning your application, craft photos, fee and a copy of your NC sales tax*

Please remember your canceled check is your receipt and acceptance  
Space numbers will be received at Check-In

Please visit our website [www.greaterholdenbeachmerchants.com](http://www.greaterholdenbeachmerchants.com) or  
like us on our Facebook page Greater Holden Beach Merchants



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**Days At The Dock  
Non-Profit Booth Application**

**Event Date: April Saturday 27 and Sunday 28, 2019**

**\*Please note: Booth fee will increase on April 1, 2019\***

Please make check or money order to GHBMA (Please Print)

Your Name \_\_\_\_\_

Non-profit Name \_\_\_\_\_

Address \_\_\_\_\_

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

Email \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Number of spaces required \_\_\_\_\_ (per 10 ft x 10 ft space)  
Amount of Payment \_\_\_\_\_ Check/Money Order # \_\_\_\_\_

I intend to setup of Friday April 26th after 8:00 a.m. Y/N          Pictures enclosed Y/N  
Copy of NC Sales Tax #, Sales & Use form or certificate of registration is required Enclosed Y/N

Description of Non-Profit  
\_\_\_\_\_  
\_\_\_\_\_

**This application must be received no later than, March 31, 2019. \* Late fee applies after this date\*  
Only money, money orders or a certified bank check will be accepted after April 1, 2019  
Copy of NC Sales Tax # is required**

**Return application to:**  
Days At The Dock C/O GHBMA  
PO Box 1354 Shallotte, NC 28459

*By signing below, I am stating that I have read and fully understand page 1 - 3 of this document. Applicant agrees the GHBMA, their volunteers, and the Town of Holden Beach, are not responsible for damages resulting from natural causes or actions of vendors or attendees of the festival. No refunds due to inclement weather. There is NO guarantee you will get the same space.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please keep page for your records