

Claremont Daze 2017

Vendor Guidelines

- Vendor applications are due to the Claremont City Hall on or before **September 30th, 2017**.
- The application & booth fee is \$25 made payable to the **City of Claremont**. **This fee is nonrefundable – no exceptions.**
- Booth spaces are 10ft. x 10ft. If you need more space, you will need to pay an additional \$25 for another booth space.
- Vendors are responsible for furnishing their own tents, tables, chairs, etc.
- Tents must be tethered or weighted down to prevent being blown over by wind.
- In the event of inclement weather, no refunds will be issued.
- Areas are available for set up on **Friday, October 6th at 3:00pm for City Hall parking lot spaces and 5:00pm for Main Street spaces**. All areas are available for set up at **7:00am on Saturday, October 7th but must be completely set up by 9:00am**.
- No vehicles will be allowed in the festival area. Once you unload, your vehicle must be moved to a parking area. Vehicles may re-enter the festival area once the stage show has ended and walking traffic has cleared (11:00pm both nights).
- **PROHIBITED ITEMS** for sell or usage: fireworks (poppers, snap-pops, smoke bombs, etc.), silly string, weapons (swords, knives, guns, etc.). Vendors with these items will be asked to leave the event.
- Only food/drink vendors are allowed to sell or give away food and beverages.
- Food/drink vendors must obtain a **Temporary Food Establishment Permit from the Catawba County Public Health Department**. You will need to call the Catawba County Public Health Department to find out necessary requirements (828-465-8270).
- The sale of raffle tickets or other fundraising items is not allowed.
- Business vendors (Mary Kay, Avon, Thirty-One, Scentsy, Tupperware, etc.) may only have 1 representative at the event. **This is a first come, first served basis.** (Businesses selling intimacy products are discouraged.)
- The City of Claremont reserves the right to remove an item(s) for sell or display that is considered inappropriate.
- The City of Claremont reserves the right to accept or refuse vendors.
- Requests are not guaranteed, however, we will try our best to honor them.

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Vendor Application

Name: _____ Organization: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____

Vendor Description

Please select which type of vending and write a brief description below.

___ Craft: _____
___ Food: _____
___ Art: _____
___ Commercial: _____
___ Education: _____
___ Other: _____

****Please fill out the back of this form if you have electrical needs. _____→**

Number of booths: _____ x \$25.00 = _____ (cash or check only)

I, _____ have read and understand the Vendor Guidelines for Claremont Daze and agree to uphold them. I understand that if I (or anyone in the group I am representing) fails to follow these guidelines, I will forfeit my booth space, application fee and admittance to future events.

For office use only:

Date received: _____ By: _____

Cash Amount: _____ Check Amount/Number: _____

Electrical Needs

- Number of plug-ins: _____

- Need water: ____ yes ____ no

- Type of appliance(s): _____

- Number of amps per appliance: _____

Extension Cord Information

Extension Cords

1. **Grounded** tools require a three wire extension cord. **Double Insulated** tools can use either a two or three wire extension cord.
2. As the distance from the supply outlet increases, you must use a heavier gauge extension cord. Using extension cords with inadequately sized wire causes a serious drop in voltage, resulting in loss of power and possible tool damage. **(See Table A on page 7.)**
3. The smaller the gauge number of the wire, the greater the capacity of the cord. For example, a 14 gauge cord can carry a higher current than a 16 gauge cord. **(See Table A.)**
4. When using more than one extension cord to make up the total length, make sure each cord contains at least the minimum wire size required. **(See Table A.)**
5. If you are using one extension cord for more than one tool, add the nameplate amperes and use the sum to determine the required minimum cord size. **(See Table A.)**
6. If you are using an extension cord outdoors, make sure it is marked with the suffix "W-A" ("W" in Canada) to indicate it is acceptable for outdoor use.
7. Make sure the extension cord is properly wired and in good electrical condition. Always replace a damaged extension cord or have it repaired by a qualified electrician before using it.
8. Protect the extension cords from sharp objects, excessive heat, and damp or wet areas.

TABLE A: RECOMMENDED MINIMUM WIRE GAUGE FOR EXTENSION CORDS* (120/240 VOLT)					
NAMEPLATE AMPERES (at full load)	EXTENSION CORD LENGTH				
	25'	50'	75'	100'	150'
0 – 2.0	18	18	18	18	16
2.1 – 3.4	18	18	18	16	14
3.5 – 5.0	18	18	16	14	12
5.1 – 7.0	18	16	14	12	12
7.1 – 12.0	18	14	12	10	-
12.1 – 16.0	14	12	10	-	-
16.1 – 20.0	12	10	-	-	-

* Based on limiting the line voltage drop to five volts at 150% of the rated amperes.

SAFETY