 **TOWN OF PINETOPS**

 101 East Hamlet Street

 PO Drawer C

 Pinetops, NC 27864

 252-827-4465 (voice)

 252-827-2806 (Fax)

**Annual Christmas Parade Vendor Application**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Items to Sell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The fee for all rental spaces is $35.00.

**Food trucks and vendors should be set up by 8:30 a.m. and shut down by 3:30 p.m.**

**The 48th Annual Christmas Parade will begin at 10 a.m. This event lasts approximately one hour.**

**Please carefully note the following:**

* Spaces are limited and are assigned by the date submitted/paid. MUST be paid before space is assigned. First come, first serve.
* No refunds will be granted!
* All payments should be made payable to the Town of Pinetops. Write Food Vendor on the memo line. Applications and payments should be delivered to the Town Hall **NO LATER THAN** Wednesday, November 20, 2024.
* You may mail the application and payment to PO Drawer C Pinetops, NC 27864; or drop it off in person at Pinetops Town Hall located at 101 East Hamlet St. Pinetops, NC 27864
* All vendors must supply their own power chords and tables. **We do not provide power sources**.
* You are responsible for cleaning your designated spot before you leave.
* Vendors are responsible for obtaining any permits other than the Town’s that may be required.
* Proof of liability insurance may be required as appropriate.

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

Date received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staff signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_