



# Bear Shadow 2024

## Base Camp Retail Vendor Application

Winfield Farm, Scaly Mountain, NC 28775

Saturday, May 11<sup>th</sup> - Sunday, May 12<sup>th</sup>, 2024

We are thrilled you are applying to be a vendor at Bear Shadow. Every Bear Shadow vendor is carefully selected to provide a variety of quality and unique goods for our fans. The festival has a capacity of 2000 people per day, 1,500 of which are in the General Admission Area.

## Vendor Booth Fees

- **10x10 Single Booth:** \$750.00
- **10x20 Double Booth:** \$1250
- Included in the vendor booth fee is (2) 3-day General Admission wristbands for working vendors and one (1) Base Camp Vendor parking pass. The Festival will provide (1) 10' x 10' Tent, (1) 6' Table, (1) Linen, (2) Chairs, (1) Fire Extinguisher, Exterior Signage, Tent Sides, ambient lighting, limited power supply during the event, gutters and overnight security.

## Vendor Credentials

Each vendor will be given two (2) 2-Day general admission wristbands and must be worn by vendor (s) according to festival instruction. Vendors will also be provided daily with working vendor credentials. Vendors without proper daily credentials will not be allowed access on festival grounds. Vendor is allowed to exchange a 2-Day general admission wristband for two (2) single day general admission passes (good for any day). One (1) Base Camp Vendor parking pass will be issued for each vendor and must be displayed according to the instruction on the pass. Vehicles without the issued parking pass will not be allowed access on the festival grounds and those without a parking pass, or parked in the wrong location, may be removed at owner's expense.



## General Booth Information

Vendors at Bear Shadow will be based on criteria to ensure variety and quality of merchandise, and implemented in a manner that creates an optimum competitive environment for all vendors. Tents will be provided and installed by Bear Shadow. Vendor is responsible for constructing, furnishing, maintaining and removing your own booth materials, leftovers, and trash into festival dumpsters. Vendor must have:

- An attractive, professional, maintained booth appearance
- Décor and branding
- Quality merchandise
- Courteous, friendly, music-loving personnel

Any damage to the tent during the festival will be the responsibility of the vendor. Tents are not to be moved or altered by vendors. Vendor assignments are final. No changes or substitutions may be made on-site. Vendors are only to use the space rented. Extending beyond the boundaries of the rented space could result in additional fees and/or expulsion from the festival. All business or other activity, for which the vendors have rented space, must be conducted within the designated booth space only. No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival grounds.

## Electricity

Bear Shadow will provide each 10'x10' tent with perimeter lighting. These circuits cannot be modified and no additional connections can be made to any circuit. Additional electricity available upon request. It is Bear Shadow policy that propane lanterns and any open-flame apparatus will not be allowed. Battery powered lanterns will be permitted. **No generators or internal combustion engines will be allowed in the retail booths per fire code regulations.**

## Vendor Check-In & Setup

Vendor check-in for all booths will begin on Friday, May 10<sup>th</sup> **at 3pm**. Vendors **MUST** check-in upon arrival to receive booth location information as well as passes and parking credentials. Set up **MUST BE COMPLETE by 11:00am on Saturday**. All vehicles must be removed from Base Camp by 10:00am. Gates will open at 12pm.



## Hours of Operation

Bear Shadow hours of operation are:

- Saturday 12:00pm - 9:00pm
- Sunday 12:00pm - 9:00pm

Vendor is required to be open to the general public for the duration of the entire festival. Closing to the public before the end of the event or not opening on time to the general public is grounds for exclusion from participating at future events. Performances will continue until 10:00pm on Saturday; any vendor wishing to remain open may do so. Vendor closing and demolition will not begin until 6:30pm on Sunday. Vehicles will not be allowed onto the vendor area until 6:30pm to allow for crowd dispersion. Early close and demolition will not be allowed.

## Product Restrictions

- No glass containers, breakable plastic, alcohol, tobacco products, illegal drugs or firearms are allowed on the festival grounds, including camping areas. If you market products that are made of glass or other breakable materials, you will be required to supply and use packing materials such as boxes or bubble wrap as the product is sold to ensure safe transport throughout the festival.
- You may sell only those items listed on your application form and previously approved by the Bear Shadow Vendor Selection Committee. You may not sell any additional items without the express consent of the Vendor Coordinator. Bear Shadow reserves the right to perform vendor merchandise audits throughout and request removal of nonconforming items.
- No food or beverage products of any kind are to be sold by vendors unless previously authorized by the Vendor Coordinator.
- No illicit products may be displayed in any form. This includes, but is not limited to, any product that represents or implies drug use, drug paraphernalia, pornography, criminal activity, or violence.
- The 'Bear Shadow' name and logo are registered trademarks. Therefore, no product or service bearing the Bear Shadow name or logo, or the name and logo of any of its sponsors, may be sold or marketed in any manner without prior written consent from the festival or the sponsor. In some cases, consideration will be made for licensing the Bear



Shadow name or logo. Questions regarding this should be directed to the Vendor Coordinator.

- Bear Shadow may, at its discretion, remove any vendor, merchandise, or display that does not conform to Bear Shadow rules.

## Weather

This event takes place rain or shine. All tents are located on grass and will not have flooring. Vendors should be prepared for inclement weather.

## Safety & Security

All vendors must comply with fire codes and instructions from the Fire Marshall. Failure to do so may result in expulsion from the festival. Fire extinguishers with a current inspection date within one year will be provided. Vendors who have a vendor space located next to a fire break must keep the area clear. The Fire Marshall and festival staff will be inspecting these areas. Vendors will be responsible for the security of their vendor spaces.

We will provide overnight security but the festival is not responsible for the loss or damage of vendor product. We encourage removing all valuables when not at Base Camp.

## Taxes

The collecting - and reporting - of this tax is the responsibility of all vendors who engage in retail sales. ***An application fee for North Carolina Sales Tax license is no longer required, but you must obtain an NC Sales Tax Number.*** If you need to acquire a NC Sales Tax Number, contact the NC Department of Revenue at [www.dor.state.nc.us](http://www.dor.state.nc.us), application form AS/RP1 or call at 1-877-252-3052.

## Festival Policy

Bear Shadow is held rain or shine. We recommend bringing clothes for all seasons! For your safety and the consideration of all guests at Base Camp, the following are restricted from Bear Shadow:

- Pets
- Cigarettes



- illegal drugs
- Weapons
- Unauthorized ATVs, golf carts, Segways\* (or similar vehicles) on festival grounds
- Glass containers
- Tents or canopies (small infant dome tents are allowed provided they do not obstruct the view of others)
- Folding chairs that block the view for other fans (Canopy chairs will not be allowed)
- Beach or Patio Umbrellas (small personal umbrellas will be allowed as long as they do not obstruct view of others)
- Drones
- Personal grills, charcoal or gas are not allowed on festival grounds at any time (Only approved food vendors are allowed to operate grills)
- No one is permitted backstage without proper credentials

Please fill out this application and submit it by **Monday, March 11<sup>th</sup>** by emailing it to [partnerships@bearshadownc.com](mailto:partnerships@bearshadownc.com). Accepted vendors will receive an email with payment instructions.

Payment is due no later than **Monday, March 25<sup>th</sup>**.

**Business Name:** \_\_\_\_\_

**Main On-site Contact Name:** \_\_\_\_\_

**On-site Contact Cell Phone:** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_

### **General Booth/Vendor Information:**

**Business Location:**

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**General Layout of your Set Up :**

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**Details of Items for Sale :**

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**Business Website/Social Media Pages:**

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Please attach any pictures of your set up and a list of your products you plan to have and pricing.

Please return this application to [partnerships@bearshadownc.com](mailto:partnerships@bearshadownc.com) no later than March 11, 2024. If you have any questions, reach out to the email above. Thank you for your interest in Bear Shadow 2024!