

# Hilltop FALL FESTIVAL



## VENDOR RULES & REGULATIONS

### Festival Hours & Dates

The Hilltop Fall Festival will be held Saturday, October 7th, 2023 from 10:00 am until 5:00 pm. The rain date for the festival will be held Saturday, October 14th, 2023 from 10:00 am until 5:00 pm.

Refunds will not be issued unless both dates are rained out.

### Site Logistics

- Each Vendor Spaces are 10 ft x 10 ft and will be assigned by Town Staff.
- Vendors are responsible for set-up and clean up. Set-up begins at 7:30 am; all vendors must be checked in and setup no later than 9:45 am.
- All vehicles and trailers must be off the street by 9 am.
- Vendors must remain on site for the entire festival (10 am - 5 pm). Those vendors who do not remain on site until 5 pm will not be allowed back at future festivals.
- Vendors must supply their own equipment (tents, chairs, tables, etc.)

### Clean up

- Vendors are responsible for keeping their space attractive during festival hours and for cleaning up their space after the festival closes, including removal of garbage- NO onsite garbage.
- Food vendors MUST dispose of their own grease.

### Displays

- Displays and products are expected to be family-friendly. Any displays that are deemed "inappropriate" must be removed.

### Insurance, Licensing, & Permits

- Vendors that do not possess liability insurance must notify the Town at [events@rutherfordton.net](mailto:events@rutherfordton.net)
- All Food Vendors must be approved by the Rutherford County Health Department
- Vendors are responsible for complying with state and local health department and licensing regulations governing the production and sale of their products.
- All vendors are responsible for reporting and collecting all sales tax.