Exhibitor & Vendor Application Form

October 4th, 2014

Conestee Park Greenville, SC

840 Mauldin Road, Greenville, SC 29607

Back Again!! Bigger & Better
Get Out! Greenville

Who are we?

Get Out! Greenville is a celebration of all that Greenville County and the Upstate of South Carolina have to offer to the outdoor enthusiast. The mission and purpose of the event is simple and clear; bring together all aspects of the outdoor community in one place to enjoy and learn from each other.

The people building this event include private business owners, non-profits, volunteers, and the Greenville County Park, Recreation, & Tourism.

The Festival:

October 4th, 2014 is the date with events, demos, vendors, food, music, and kid’s activities from 8am - 8pm. There will be four major components to the Festival:

- **The Village** - food, vendors, educational sessions on hiking, ultra running, triathlon and more, gear swamp and demos.
- **The Let’s Play Area** - climbing wall, disc golf, bike skills course, and more.
- **The Music** - something for everyone over the course of the day.
- **The Events** – Greenville Urban Ultra 50k (Greenville’s First Ultra!), Trail Race in Conestee Nature Park, Kids Adventure Race, Ultimate Frisbee Tournament, Disc Golf, Climbing Wall, and more.

Park and Ride locations along the Greenville Health System Swamp Rabbit Trail to motivate people to get outside to get into Get Out Greenville.

Lake Conestee Nature in the Fall
Get Out! Greenville

The Nuts and Bolts of Joining the Fun!

Hours of Operation for Vendors @Festival Village:

- Friday, October 3rd, 1pm-5pm  Village opens for set up
- Saturday, October 4th, 10am-3pm  Village open (breakdown can’t begin before 3pm)
- Sunday, October 5th, 8am-Noon  Park open for breakdown

Security will be provided overnight on Friday.

Application Process:

There is a $25 fee associated with all applications. Applications without this fee will NOT be reviewed. If your application is accepted your application fee will be applied toward the final fees owed. All Vendor & Exhibitor applications must be received no later than Oct 2nd, 2014. Review of all applications will begin under the director of the Festival Village Committee after this date. All applicants will be made aware of the Committee’s decision no later than Sept 12th, 2014.

If selected, all vendors and exhibitors must comply with State of South Carolina and City of Greenville sales tax and Business License regulations, fire regulations, and those terms defined by the Health Department. Get Out! Greenville reserves the right of approval for all vending units.

<table>
<thead>
<tr>
<th>Type of Organization</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Non-Profit Groups</td>
<td>$75</td>
</tr>
<tr>
<td>Exhibitors (No Sales)</td>
<td>$150</td>
</tr>
<tr>
<td>Vendors (any group making Sales)</td>
<td>$300</td>
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Booth space will be 10’ by 10’. Additional space can be arranged.

The fee is $75 for each additional 10’ by 10’ requested.
Get Out! Greenville

Vendor/Exhibitor Info & FAQ’s

Opening and Closing Operations:
Vendors may begin set up no earlier than 1:00pm on Friday, October 3rd. Set up must be completed before 6pm. Vendors/Exhibitors must operate during the stated festival hours. Closure of booth is not permitted within those hours. No equipment may be set up outside designated booth space, and all sidewalks must remain free and unobstructed at all times. Any vendors/exhibitors in violation of this will be subject to eviction.

Tents:
All vendor/exhibitors will be required to provide their own tents/canopies. Get Out! Greenville will only provide the vendor/exhibitor with a space, not a tent or canopy.

Insurance/Liability:
Accepted vendors/exhibitors must submit a current Certificate of Liability Insurance covering the dates of the festival in the amount of $1,000,000 and listing the City of Greenville, Greenville County and the Get Out Greenville Festival as additionally insured. Please send all insurance coverage and questions to Joe Lanahan @ joe@gcrd.org. Insurance information is due by Sept 30th.

Setup and Removal:
Vendor/exhibitor shall be responsible for set up and removal of its own equipment, inventory, associated trash, and other property. Vendor/exhibitors who are in violation of these terms are subject to fines and associated clean up fees.

Booth Appearance:
Decorations and adornments should be in good taste and are subject to review by the Festival Village Committee. The Vendor/Exhibitor is responsible for the neat, safe, and orderly operations of their space and vending unit at all times. Trash should be removed frequently, with no overflowing receptacles.

Business Operations:
The participating vendor/exhibitor must comply with all laws, ordinances, rules, and regulations of any lawful authority, agency, or governmental unit this includes but not limited any applicable fire and building codes of the City of Greenville and Greenville County. The vendor agrees to indemnify and hold harmless the City of Greenville, the Get Out! Greenville Festival, its directors, representatives, employees, and agents for any penalties, fines, cost, expenses, or damages from participating vendor’s failure to comply with such laws.
**Personnel:**
Participating vendors shall provide adequate personnel for the operating hours of the festival. These policies, procedures, and requirements bind all vendor personnel. Any closure during festival hours must be submitted in writing to the Chair of the Festival prior to October 4th.

**Products:**
Vendors must list the products or category and services and the range of cost associated with them on the application. Any changes to this information given in the application needs to be approved by the Chair of the Festival Village Committee.

**Clean Up:**
Vendors will furnish their own trash containers and liners. Vendors/exhibitors must bag all rubbish on a regular basis. At the end of the night the vendors/exhibitors will be required to remove all rubbish and trash from their space and deposit it at a central location at the festival center to be determined upon arrival. The vendor/exhibitor will leave the space in the same condition as it was prior to the festival. If the vendor/exhibitor leaves the space in such an order that it requires additional expenses upon the part of Get Out! Greenville to clean up the space, the vendor/exhibitor will be charged a cleanup fee no less than $200.00 or the cost of the actual clean up.

**Security:**
Get Out! Greenville will provide overnight security, but **WILL NOT** be responsible for losses of any kind, whether by fire, theft, physical violence, elements of nature, and or any other causes, however originating.

**Weather:**
Get Out! Greenville will take place rain or shine, so please make appropriate arrangements for inclement weather. No refunds will be available due to weather.

**Refunds:**
No refunds will be made if the vendor cancels prior to the event dates or fails to appear at the Festival.

**Booth Prices are as follows for the entire weekend:**
Booth prices are for a 10’ X 10’ space (larger spaces are available as well and those prices are negotiable based on space needed). All vendors/exhibitors must provide their own tent/canopy. Please make note of the price structure, and if you have questions about which category you fall under, give us a call. Get Out! Greenville reserves the right to deny entry to organizations or to classify them in the category we will most fitting.
Get Out! Greenville

Get Out! Greenville welcomes all organizations that are built on the mission to promote, enable, give support, and/or provide equipment for outdoor activities.

We invite all organizations and business associated with enjoying the outdoors to our event.

Some of these businesses could be message, nutrition, and chiropractic, etc.

Additionally, the dedicated and loyal community of environmental non-profits are welcome to participate.

Please forward any questions you might have to:

Joe Lanahan
Festival Director
864-676-2180 x142
joe@gcrd.org
Get Out! Greenville

Vendor/Exhibitor Application Form

Vendor/Exhibitor Name:

Address:
City: State: Zip:

Contact Person:

Phone (Day): Phone (Evening):

Email:

Nature and Description of your Business/Organization:
**Category Applying Under (please circle/or make BOLD):**
- Non Profit
- Exhibitor (No Sales)
- Vendor (Making Cash Transactions)

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Please Describe **in Detail** what your operation will be at Get Out! Greenville

(i.e. What items you will be selling, what type of information will be distributed, What Services or exhibits you will be presenting, etc.)
Email or mail this and any additional correspondence to:

Joe Lanahan
Festival Director
joe@gcrd.org

Get Out! Greenville
Greenville Rec
ATTN: Joe Lanahan
4806 Old Spartanburg Road
Taylors, SC 29687

DEADLINE: Sept 5th, 2014

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For Get Out! Greenville Officials:

Application fee: Yes No Date reviewed: ____________ by Whom:______________