



# MOSAIC

## Multicultural Arts Festival

# Food Vendor Application

**Saturday, September 21, 2024**  
**11:00am – 6:00pm**  
**Town Common, Greenville, NC**

**Application and Payment Deadline:** August 10  
**Notification:** August 21  
**Packet Information Emailed:** September 7

Application can be submitted online  
<https://www.emergegallery.com/community/festivals>  
or mailed to Emerge Gallery & Art Center, Attn: Mosaic  
404 Evans Street, Greenville, NC 27858

### Payment Info

- Booth fee is \$150, if not accepted a refund will be issued minus \$15 application fee. All checks will be deposited upon receipt. The deposit of checks does not mean that you are accepted.

- Checks with insufficient funds are subject to a \$50 handling fee.

- Booth fees do not include tents, tables, or chairs.

### Refund Policy

We understand that circumstances may require accepted Mosaic Multicultural Arts Festival vendors to withdraw from the festival after being accepted. Vendors will be refunded their booth fees (minus \$30 processing fee) if you notify Emerge Gallery & Art Center in writing by emailing [paula@emergegallery.com](mailto:paula@emergegallery.com) by August 28, 2024. After this date, no refunds will be given.

### Sales Tax

Mosaic Multicultural Arts Festival organizers receive no commission on sales. Each vendor is responsible for the collection of North Carolina sales tax during the festival. To apply for a Sales Tax and use a Tax Account Number visit [www.dor.state.nc.us](http://www.dor.state.nc.us) and choose form NC-BR. For additional information about North Carolina sales tax, please contact the NC Department of Revenue at 1-877-252-3052.

### Rainout Procedure

Mosaic Multicultural Arts Festival is a rain or shine event! In the event of inclement weather, the Mosaic Multicultural Arts Festival Committee will consider the hazards and needs of festival participants before making any decision associated with canceling or suspending the festival. In such cases, festival officials will keep participants up to date with notifications and decisions in a timely manner. Should a vendor decide to pack up or leave prior to when the end of the festival has been declared, that vendor may jeopardize future participation in the Mosaic Multicultural Arts Festival.

### Guidelines

- Food vendors can set up as a tent, food truck, or pushcart. Booth size will depend on vendors needs.

- This outdoor festival takes place on a paved surface which prohibits anchoring any supports into the ground. Please, plan to have appropriate weights for your display, in the event of rain.

- Electricity is available but limited. We have limited 120, 220, 240 available. The cost per outlet is \$50. The fee for an outlet will be collected once the vendor is accepted to the festival. Please, note that vendor would be responsible for extension cords and rugs to cover cord over walking paths.

- Water source may be available, if noted on the application. Water sources could be up to 200 feet away.

- All representation, performances, and food vendors need to be related to the country being represented and must be traditional (no political representation).

- Set up must be professional in appearance. All vendors must display represented country or multicultural group name and/or flag.

- Food vendors are required to meet or adhere to the Pitt County Health Departments requirements. Vendors must pass inspection by the Health Department.

- Menu/price list of sale items must be posted (a minimum size of 18"x 24") on the front of the concession listing the prices of all items being sold. Vendors will not be allowed to deviate from the menus submitted to Mosaic Multicultural Arts Festival Committee.

- Vendor locations are determined by the Mosaic Multicultural Arts Festival Committee. Vendors must remain in place until the end of the festival.

- It is required that food being sold at the Mosaic Multicultural Arts Festival follow Mosaic Multicultural Arts Festival guidelines and be consistent with the menu submitted by the vendor.

The Mosaic Multicultural Arts Festival Committee, the City of Greenville, and Emerge Gallery & Art Center reserves the right to revoke the sale of any food item in question from the event, as well as the vendor if Mosaic Multicultural Arts Festival directions and policies are not followed. The removal of a vendor would result in the forfeit of all fees and future participation may be refused.

For additional information or questions, please contact: Paula Rountree at [paula@emergegallery.com](mailto:paula@emergegallery.com).

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## Multicultural Arts Festival

# Food Vendor Application

First and Last Name: \_\_\_\_\_

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

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

E-mail Address: \_\_\_\_\_

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

Website (if applicable): \_\_\_\_\_

Social Media Handles (if applicable): \_\_\_\_\_

What country or multicultural group would be represented? \_\_\_\_\_

Vendor Setup:     Trailer     Tent     Pushcart     Food Truck

Are you self-contained?     Yes     No

Will you be using a generator?     Yes     No

    Is your generator loud?     Very Quiet     Light Noise     Loud     Very Loud

Do you need water access?     Yes     No

Do you need electricity access?     Yes     No

    If so, what type of outlet?     120     220     240

    The cost per outlet is \$50. The fee for an outlet will be collected once vendor is accepted to the festival.

Dimensions of your booth spaces? \_\_\_\_\_ (front to back) x \_\_\_\_\_ (side to side)

Menu with prices (attached or listed here): \_\_\_\_\_

### Publicity Information

To have the ability to best describe our vendors in printed media and publicity, we request that you write two or more sentences about yourself and your business. Also, please provide a brief description (six words or less) of the items to be sold at your booth. Please include 1-3 images of your booth and setup. Images must be emailed to paula@emergegallery.com.

### General Release Liability and Waiver

Mosaic Multicultural Arts Festival, Emerge Gallery & Art Center, and City of Greenville assume no responsibility for lost, damaged, or stolen items. The undersigned hereby discharges Emerge Gallery & Art Center and City of Greenville of any and all claims and suits from damages or loss to the undersigned's property during the event. The undersigned agrees to abide by the rules established by the Mosaic Multicultural Arts Festival. Anyone not in compliance will be suspended from future participation and are subject to removal with no refund or fee. I authorize the use of digital images, and information herein submitted to the Mosaic Multicultural Arts Festival for publicity (both electronic and print usage) and documentation. I have read and understand all information in this application and I agree to comply with all Mosaic Multicultural Arts Festival rules and regulations.

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

**Booth Fees    \$150**