



**HSNA ART in the PARK**  
**Saturday, April 23, 2022 – 09:00AM-4:00PM**  
**Community Vendor Booth Information**  
**“Community Corner & Children’s Craft Center”**

You are invited to apply for a booth space for Heart of Sumter’s Art in the Park 2022. The event’s setting in historic Memorial Park (old Hampton Park) provides a beautiful and unique venue for patrons and vendors alike.

HSNA’s Art in the Park 2022 is a non-profit event with proceeds, such as vendor booth fees, going toward sustainment of the festival and toward support of local SUMTER and SHAW AFB nonprofit organizations. Attached you will find booth specifications, event guidelines, and the application to participate.

501c/approved & nonprofit organizations will **not** be charged food vendor fees and will keep 100% of their sales.

Space will be awarded on a first-come, first-served basis before the deadline of April 15, 2022. Each food vendor can sell up to two food items subject to approval by the HSNA Art in the Park Committee (food vendors will not sell beverages). In addition, we will offer the following to our food vendors:

- Listing of all food vendors on our HSNA’s Art in the Park 2022 Facebook Page along with a link to your website to share your mission and events.
- Additional advertising (print, radio and social media).

With space for **100+** art/craft and food vendors, we expect to draw a large crowd from Sumter, elsewhere in South Carolina, and beyond.

As noted above, the deadline to apply to become a FOOD VENDOR is April 15, 2022. If you need more information upon review of the materials, feel free to contact HSNA via email at [SumterHSNA@gmail.com](mailto:SumterHSNA@gmail.com).

The **Children’s Craft Center** booths are available to be ran by a nonprofit or for profit organization(s) and shall be a 'no fee' booth (donations may be received for the "sponsored nonprofit" /mission). Each of these booths provide crafts for children to complete and take home.

Sincerely,

**Heart of Sumter Neighborhood Association (HSNA) Art in the Park 2022 Committee**



# Community Corner (Food) & Children's Craft Center Vendor Booth Application

## Rules and Regulations

- Community FOOD booths are only available to the following organizations:
  - Churches
  - Non-Profits (must provide copy of 501c status)
  - Military Organizations
  - Health/Wellness Organizations
  - Public Schools
- Community booth space fee is FREE
- Community food booth spaces are 15X15
- First come-first served.
- Electricity is not available.
- Tents/Tables/Chairs WILL NOT be provided to community booths; however, vendors are encouraged to bring their own.
- Only two food items to be sold per community booth. (Example: 1. hot dogs & 2. chips.)
- All beverages, including water will be sold ONLY by HSNA.
- \*All food vendors must review and comply with SC DHEC Food Safety Regulations 61-25. Please print and read!  
<http://www.scdhec.gov/FoodSafety/FoodServiceIndustry/Regulation61-25/>.
- Children's Craft Booth(s) will be a "no fee" booth (donations may be received for the sponsored nonprofit / mission). All funds received must be reported to Chair, Cleo Klopfleisch at [SumterHSNA@gmail.com](mailto:SumterHSNA@gmail.com) no later than 4/30/2022.

**\*April 23, 2022    \*Set-up: 6:30am-8:30am    \*Break Down: 4:00pm-6:00pm**

Vendors are expected to remain open until the official break down period. Closing early can result in an application rejection for future HSNA events.

Application deadline is **April 1<sup>st</sup>, 2022 or until booth spaces are filled**  
Vendors will be e-mailed a map with booth location no later than April 20, 2022  
**HSNA 2022 ART in the PARK**

Heart of Sumter Neighborhood Association (HSNA): [sumterhsna@gmail.com](mailto:sumterhsna@gmail.com)

*Please keep a copy of this page for your records*



# Community Vendor Booth Application

Name of Organization/Vendor \_\_\_\_\_

Contact Name \_\_\_\_\_

Street Address \_\_\_\_\_ PO Box # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Facebook Page \_\_\_\_\_

Fax \_\_\_\_\_ Primary e-mail \_\_\_\_\_

Website \_\_\_\_\_

Description of Organization \_\_\_\_\_

		HSNA USE	
Menu item #1		Date Received	Approved
Menu item #2		<input type="checkbox"/>	<input type="checkbox"/>
Craft Description:		Nonprofit Paperwork	Denied
<input type="checkbox"/> *Food Booth (Community Corner)		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Children's Craft Booth (Children's Craft Center)		<input type="checkbox"/>	Date Notified

NONPROFIT STATUS DOCUMENTATION MUST BE ATTACHED WITH APPLICATION.

**Please mail application to:**

**HEART of SUMTER NEIGHBORHOOD ASSOCIATION (HSNA)**

**207 Mason Croft Drive, Sumter SC 29150**

### General Release

The undersigned hereby does release, acquit and forever discharge the **Heart of Sumter Neighborhood Association (HSNA)** and the **City of Sumter, SC** its agents, its representatives, its employees or contracted staff, of and from all manner of actions, suits, damages, claims or demands whatsoever in law or equity from any loss or damage of any nature of description, known or unknown in any way relating to the undersigned participation in the HSNA ART in the PARK event. I acknowledge that I have read all event policies & guidelines and agree to adhere to them.

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

Please print name clearly \_\_\_\_\_

Heart of Sumter Neighborhood Association (HSNA): sumterhsna@gmail.com