



# Heart of Sumter Neighborhood Association

Saturday, April 20, 2024 – ART in the PARK: 09:00AM-3:00PM

## Art and Craft Vendor Booth Information

**SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE A SPACE.**

### **QUALIFICATIONS:**

- Items for resale are not considered Arts & Crafts. Only 75% handmade products will be considered for Art and Craft Vendor Booths (please see definition attached).
- Vendors should provide an adequate description of their product. **At least two photos, sample of work, or website address where work can be viewed are required to be included with this application for judging.** If you have been a vendor in previous year no need to resend photos.
- The event reserves the right to reject applications that do not meet the standard as judged by our committee. This would be for work that is of poor quality, inappropriate, or deemed to be manufactured commercially. Our goal is to provide a quality experience for the vendor and patrons. Rejected applications will be returned with payment.

### **BOOTH SPACES:**

- **Limited booth spaces are available in the HSNA Art & Craft section (100 total). Spaces are available on a first come basis after judging.**
- **HSNA Art & Craft vendor booth space (10 X 10) is \$35.00 EARLY ENTRY and a donated item for HSNA Opportunity Drawing. AFTER February 29<sup>th</sup>, 2024, fee is \$50.00 and a donated item for HSNA Opportunity Drawing.**
- **Electricity is not available.**
- We highly encourage you to demonstrate your craft during the event.
- All vendors should supply their own tables, chairs and tents.

**TAXES:** Vendors are responsible for collecting and reporting SC sales tax as required by law.

**Sumter Business License:** <https://www.sumtersc.gov/businesslicense>  
[https://www.sumtersc.gov/sites/default/files/uploads/Departments/BusinessLicense/seasonal\\_event\\_application.pdf](https://www.sumtersc.gov/sites/default/files/uploads/Departments/BusinessLicense/seasonal_event_application.pdf).

**Application deadline is April 5<sup>th</sup>, 2024.** We will accept applications until booth spaces are filled.

***\*Judging for booth spaces will take place once a month until spaces are full.***

**Vendors will be notified of application status within two weeks of submission.**

**NO APPLICATION WILL BE ACCEPTED WITHOUT THE COMPLETED FORM, EXAMPLES, & FEE.**

Approved vendors will be e-mailed a welcome packet (no later than April 12<sup>th</sup>, 2024)

including a map with their booth location, and vendor guidelines.

**\*Set-Up: 6:30am-8:30am**

**\*Break Down: 3:00pm-6:00pm**

**\*Vendors are required to remain open until the official break down period or be subject to application rejection for future HSNA events.**

### **Arts & Craft Booth Space Rental**

**\$50 payment is due with application**

**\$35.00 IF postmarked/received by February 29th, 2024.**

**●NO refunds given to approved vendors after application deadline- April 5, 2024●**

**●Checks will be returned if vendor approval is not granted●**

**●Donated item for HSNA opportunity (suggested value \$10.+) to be provided the morning of the event●**

**NOTICE:** The Heart of Sumter Neighborhood Association (HSNA) reserves the right to ACCEPT or REJECT any application. We also reserve the right to remove any vendor that does not follow the vendor guidelines established for this event.

Please email any questions to Heart of Sumter Neighborhood Association: [sumterhsna@gmail.com](mailto:sumterhsna@gmail.com).

*Please keep this page for your records.*

**HSNA 2024 ART in the PARK**  
**Saturday/ April 20, 2024 / 09:00AM-3:00PM**  
**Art & Craft Vendor Booth Application**

Vendor Booth Name: \_\_\_\_\_

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

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

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

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

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

Website \_\_\_\_\_

Type of Merchandise for Sale/Display \_\_\_\_\_

(Please don't forget to include at least two photos, sample of work, or web address.)

<p style="text-align: center;"><b>\$35.00 EARLY Vendor Application HSNA ART in the PARK</b>  <b>Art &amp; Craft Booth Space (\$50.00 if received after Feb. 29, 2024).</b></p>	<p><b>For HSNA Use Only</b></p>								
<p>Donated Item for HSNA Opportunity Drawing: _____</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p>Date Received</p> <div style="border: 1px solid black; width: 100%; height: 40px; margin-bottom: 5px;"></div> </td> <td style="width: 50%; padding: 5px;"> <p>Approved</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div> </td> </tr> <tr> <td style="padding: 5px;"> <p>CHECK #</p> </td> <td style="padding: 5px;"> <p>Denied</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div> </td> </tr> <tr> <td style="padding: 5px;"> <p>(2023) CREDIT</p> </td> <td style="padding: 5px;"> <p>Date Notified</p> </td> </tr> <tr> <td style="padding: 5px;"> <p>CASH</p> </td> <td style="padding: 5px;"> <p style="color: red;">Nonprofit</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div> </td> </tr> </table>	<p>Date Received</p> <div style="border: 1px solid black; width: 100%; height: 40px; margin-bottom: 5px;"></div>	<p>Approved</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div>	<p>CHECK #</p>	<p>Denied</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div>	<p>(2023) CREDIT</p>	<p>Date Notified</p>	<p>CASH</p>	<p style="color: red;">Nonprofit</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-bottom: 5px;"></div>
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<p>I wish to apply for:</p> <p style="padding-left: 40px;">one booth <input type="checkbox"/></p>									
<p style="padding-left: 40px;">two booths <input type="checkbox"/></p>									

Payment Amount Enclosed: \_\_\_\_\_

**Please mail application and check made payable to:**

**Heart of Sumter Neighborhood Association**

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

General Release

The undersigned hereby does release, acquit and forever discharge the Heart of Sumter Neighborhood Association and the City of Sumter, 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 ART in the PARK event. I acknowledge that I have read all event policies and agree to adhere to them.

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

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

Please email any questions to Heart of Sumter Neighborhood Association: [sumterhsna@gmail.com](mailto:sumterhsna@gmail.com).