

**STEEPLECHASE OF CHARLESTON**  
**STONO FERRY VILLAGE Vendor Application**

The VENDOR VILLAGE is a great place to showcase your product(s) at one of the premier events in Charleston, SC. The Steeplechase of Charleston has the following vendor options for you to promote and sell your product(s). Please select one:

- **\$500 10 x 20 Vendor Tent Package**
  - One (1) 10 x 20 tent w/sides
  - Includes two (2) 6 foot tables
  - Includes two (2) chairs
  - Includes four (4) patron tickets
  - Includes two (2) preferred parking passes
- **\$250 10 x 10 Vendor Tent Package**
  - One (1) 10 x 10 tent w/sides
  - Includes one (1) 6 foot table
  - Includes two (2) chairs
  - Includes two (2) patron tickets
  - Includes one (1) preferred parking pass
- **\$150 Food Truck Package**
  - Includes two (2) patron tickets
  - Includes one (1) preferred parking pass

Each package includes recognition in the official race program, on our website and public address announcement on race day.

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

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone – Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

What is your Twitter handle? \_\_\_\_\_

What is your Instagram handle? \_\_\_\_\_



[SteeplechaseofCharleston.com](http://SteeplechaseofCharleston.com) | The Plantation at Stono Ferry | November 12, 2017

For more information, contact Ashlyn Carmack at [acarmack@brunoeventteam.com](mailto:acarmack@brunoeventteam.com) or call 812.483.0245.

Do you have a Facebook page?

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Will you promote your participation through social media?

- Yes, of course
- No, I don't feel comfortable doing that
- Maybe, we'll see
- I'm not on social media

Type of Product to Sell

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Vendor Signature –

Date

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Ashlyn Carmack – Event Manager, Steeplechase of Charleston

Date

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**Applications must be received by August 1<sup>st</sup>, 2017.**

### **Vendor Policy Statement**

We would like to welcome you to the Steeplechase of Charleston. This event will not only showcase some spectacular tailgating and horse racing, but will also be an opportunity for you to showcase your product(s) to the attendees at the Steeplechase of Charleston.

#### General Information

The VENDOR VILLAGE will be a common space for vendors to sell artwork, jewelry, specialty clothing, food, etc. Vendors are expected to supply their own electrical needs, advertising, and payment processing equipment.

#### Insurance Requirements

Vendors are required to furnish Certificates of Insurance reflecting the amount of liability insurance coverage they maintain along with the Vendor Application.

- Certificate of Insurance can be emailed to [acarmack@brunoeventteam.com](mailto:acarmack@brunoeventteam.com).
- Each vendor will also be required to have a copy of the Certificate of Insurance with them during the event on November 12<sup>th</sup>

#### Merchandise

Vendors are required to provide a photograph and description of all products being sold during the event along with the Vendor Application.

- Completed and signed application and photos can be emailed to [acarmack@brunoeventteam.com](mailto:acarmack@brunoeventteam.com)



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- Merchandise with the Steeplechase of Charleston logo will not be permitted for sale by any vendor other than Steeplechase of Charleston.
- Merchandise that violates trademarks or copyrights will not be permitted for sale.
- Vendors assume all risk for the security of their merchandise and hold Steeplechase of Charleston harmless for any loss, damage or theft.
- There will be on-site security beginning Saturday afternoon through the end of the races on Sunday
- It is the responsibility of the vendor to ensure their merchandise is fully secured at all times
- Vendors are responsible for collecting and remitting all Sales Tax

### Operating Hours and Tent Set-Up

- Setup:
  - Saturday November 11<sup>th</sup> from 12:00 pm - 2:00 pm
  - Sunday November 12<sup>th</sup> from 6:30 am - 8:30 am
  - All vendors must be fully setup and ready for patrons by 8:30 am Sunday
- Tear down will begin immediately following the end of the races until 6:00 pm on Sunday

### Weather Policy

The event is expected to be held rain or shine so vendors are expected to conduct business as long as the event is held. In the event extreme weather disrupts the race, we will inform the vendors of the appropriate action that will be taken

### Vendor Conduct

Vendors shall operate in full compliance with applicable laws; rules and regulations they are govern under. You are expected to conduct yourselves in a professional manner with the patrons of the event. Complaints that are received may result in a vendor being ask to leave and could potentially impact future vendor privileges

### Other Vendor Information

All signage, advertising and merchandise must be confined inside the vendor's tent. Event will provide a sign designating your tent

Vendors are not permitted to sell alcoholic beverages.

Vendor agrees to the above terms and conditions for the Steeplechase of Charleston event on November 12<sup>th</sup>, 2017. Attached to this application is my payment for participation.




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