

Food Vendor Information and Requirements

- Vendor fee varies by day ranging from \$75 - \$100. Please see event application for date specific prices. Vendor cancellations within 5 business days of event will not receive a refund of fees.
- All food vendors are required to provide a **\$1 million Certificate of Liability Insurance**, including proof of workers' compensation coverage.* The certificate must list **Florence County** (180 N. Irby St., Florence, SC 29501) as an **Additional Insured** for the day of the event.
*Vendors with fewer than four employees may complete a **Statement of Independent Contractor** form in lieu of providing proof of workers' compensation coverage.
- All food vendors must submit a menu listing items available for sale. Menu prices must be submitted with application and must be listed prominently at your booth at all times. Vendors may not change prices without Florence County approval.
- Vendor set-up begins at 3PM and vendors must be ready for business by 5:30PM. Vehicles will not be allowed to enter for set up after 5PM; Please plan accordingly for set-up.
- Vendors must remain open and sales ready for the duration of the event. We ask that vendors do not attempt to move their vehicle until patrons have dispersed from the area.
- To keep the market diverse, please note certain categories may be closed out once our limit is reached.
- Please email completed insurance forms to Jennifer Majors at JMajors@Florencecountysc.gov

Small Business & Craft Vendor Information and Requirements

- Small business and craft vendors will be inside the Community Building at Lynches River County Park. Vendors must provide their own tables/chairs and will be allotted a 10X10 space.
- Vendor market will be from 5:30PM-8:30PM each night. Vendor setup times will vary by date – please email showard@florencecountysc.gov for more information on setting up/breaking down.

- Vendor fee is \$40 per night or \$100 total if selling Friday – Sunday. Vendor cancellations within 5 business days of event will not receive a refund of fees.
- Space is limited and priority is given to artisan vendors. We will maintain a balance of products offered to ensure the success of our vendors and avoid over-saturation of one type of product.
- All items must be family-friendly and appropriate for a public park setting.
- All vendors with three or fewer employees must complete a Statement of Independent Contractor form. This form will be emailed to accepted vendors and must be turned in before the event. Vendors employing four or more employees will be asked to show proof of workman's compensation coverage.