



For Office Use  
Date Rec'd \_\_\_\_\_  
Remittance Rec'd: Y\_\_ N\_  
Verified by \_\_\_\_\_

To: **ALL POTENTIAL VENDORS at the 2024 iLove Seafood Fest, Myrtle Beach, SC**

Please take note of the policy, rules and regulations

Please note: Deadline for submitting the application must be on or before September 4, 2024.  
Payments is due with the submission of this application.

THE FOLLOWING RULES MUST BE ADHERED TO. BREACH OF THESE RULES/REGULATIONS WILL RESULT IN IMMEDIATE REJECTION FROM THE VENUE.

1. Vendors are expected to comply with all rules and regulations of the Myrtle Beach Police Department, Myrtle Beach Fire Department, South Carolina Department of Health and Environmental Control and other governing authorities' rules and regulations that might apply.
2. **Vendors responsibility to acquire a special event permit from the City of Myrtle Beach and if serving food or beverages, are required to have a hospitality license account to participate.**
3. The vendor shall defend, save and hold harmless the City of Myrtle Beach, Dayson Diamond Youth Foundation, the iLove Seafood Fest, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whosoever or not specifically described herein, whether past, present or future.
4. Booths are not insured by the City of Myrtle Beach, Dayson Diamond Youth Foundation, or any sponsoring agents.
5. Exhibitors/Vendors must take provision for safeguarding their goods. Exhibitor/Vendor must have replacement cost insurance for all personal property.
6. **EVERY VENDOR MUST SUPPLY THEIR OWN WATER SOURCE and ELECTRIC POWER SOURCE (i.e.: generator). Neither the City of Myrtle Beach nor the festival organizers will supply any of the above resources.**
7. Exhibitor/Vendor assumes full liability for protecting, care and maintenance of exhibitor's/vendor's property. ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AND/OR SELLS AT OWN RISK AND ASSUMES ALL LIABILITY.
8. Applications must be submitted via email or mail and applications that are incomplete will not be considered.
9. Application fees must accompany submitted applications; any returned checks a fee of \$35.00 will be charged to the vendor.
10. A limited number of each type of vendor will be accepted to cut down on competing vendors.



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11. Vendors are responsible for collecting an 8% South Carolina sales tax and are responsible for all licenses applicable required by the City of Myrtle Beach and the State of South Carolina.

12. There will be no shade/sun protection but you may bring your own tent.

13. All vendors should have:

- (1) Quality merchandise.
- (2) A well-maintained, safe area.
- (3) Courteous, friendly, staff
- (4) Product prices clearly displayed
- (5) An attractive and professional looking booth and display. The appearance of your booth is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative booth designs, flags, banners, etc.

14. Booth Selection/Placement:

- a. Booths are selected based on the type and quality of the products you sell.
- b. We reserve the right to refuse anyone for whatever reason and return fees.
- c. Booth placement is based first come first serve bases in specified areas based on the type of product(s) you are selling

15. For each individual space purchased, you will receive:

- a. The following Vendor Passes: -

**FOOD VENDOR**

10'x10' tent four (4) non-transferable vendor passes

10x20 tent six (6) non-transferable vendor passes

**ARTS & CRAFT**

10x10 two (2) Non-Transferable vendor passes

10x20 tent four (4) non-transferable vendor passes

**NON-PROFIT/INFORMATIONAL**

10X10 one (1) non-transferable vendor pass

16. Vendors are required to stay within assigned spaces, products must not extend pass their areas

**OTHER REQUIREMENTS/INFORMATION:**

- Vendors are prohibited from selling alcoholic beverages AND NON-ALCOHOLIC BEVERAGES
- No cooking is permitted in the Arts & Craft vending area
- All equipment used in operating a booth during the event will be the responsibility of the vendor. Vendors are required to bring their own tables, chairs and Electric power (including extension cords, lights power strips, as these will not be provided by the organizers of festival.) Vendors are also responsible for maintaining and removing booth materials, leftovers and trash. Please leave your area as clean as it was when you arrived.



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## LOAD IN:

- All vendors must unload between 6:00 am to 12:00 pm.
- Access to the venue starts at 6:00 a.m. on the event day.
- **All vehicles must be off premises by 12:00 p.m. and RE-ENTRY will be RESTRICTED.**

## SET-UP/BREAK DOWN

- **Vendors arriving late (after the cut off time) may not be permitted into the venue to set up. Refunds will not be given.**
  - Booth must be completely set up, open, and ready for business for inspections to take place by the Fire Dept. Inspection will be approximately 11 am
  - Once all Vendors have been inspected and approved the gates will open at 3:00 pm.
  - Vendors are to remain set up and open until the last band finishes and the crowd leaves. No early breakdown or late setup will be allowed. **NO EXCEPTIONS!!!**
  - During festival hours: All paid and accepted vendors agree to operate and adequately staff a booth during the festival hours of: 3:00 pm until 11:00pm.
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## Rules:

- Positively No weapons of any kind will be allowed on the premises.
- No sharing of booths will be permitted.
- No selling of alcohol or drugs is permitted (if found these items will be confiscated and could result in your removal from the venue)
- There will be no cancellations or refunds.



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**I hereby declare that all information herein provided is true, correct and complete.**

**ARTS & CRAFT:** I understand that as an Art & Craft vendor, I am not allowed to sell any non-alcoholic beverages (including water), alcoholic beverages or counterfeit merchandise. This includes home-made fruit juices or drinks. Vendors who violate this rule will be shut down immediately and will not be allowed to participate in future iLove Seafood Festivals. Unauthorized goods, unlisted items will be confiscated. Vendor fee is non-refundable. For further information, please contact the iLove Seafood Fest event coordinator via telephone at 843-421-9951. I understand the iLove Seafood Fest's personnel will do random checks to ensure that rules are being adhered to and that the highest level of customer service is being provided.

**NON-PROFIT (INFORMATIONAL):** I understand that as a Non-Profit/ Informational vendor I am not allowed to sell/give away any alcohol or non-alcoholic beverages of any kind (including water) nor am I allowed to sell or distribute any merchandise or product in exchange for any monetary value.

**ALL VENDORS:** A non-refundable payment is due by September 4, 2024. Payment and your signed contract are required prior to booth assignment. The I Love Seafood Fest will take place RAIN OR SHINE unless catastrophic weather conditions prevents the I Love Seafood Fest from taking place. Such weather conditions are due to acts of God/nature such as (but not limited to): hurricanes, tornados, tsunamis, etc.) In the event the I Love Seafood Fest is rescheduled, your vendor application and fee will be automatically moved to a new festival date given to us by the City of Myrtle Beach.

By signing this vendor application contract, I agree to the above information and understand there is a no refund policy under any circumstances. I understand in the event of catastrophic weather due to acts of God/nature, my application and fee will be transferred to a new festival date given to us by the City of Myrtle Beach. I will not hold Dayson Diamond Youth Foundation/ I Love Seafood Fest responsible for any future date conflicts you may have due to the necessary weather related date change.

**IMAGE USAGE:** I agree to let the I Love Seafood Fest use my images submitted for this exhibit for marketing, promotion, or display purposes.

Signature \_\_\_\_\_

Print Name: \_\_\_\_\_ DATE: \_\_\_\_\_ 2024

*By signing this agreement, you expressly release Dayson Diamond Youth Foundation, I Love Seafood Fest, Event Sponsors, The City of Myrtle Beach, as well as the owners of the festival sites of and from all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of vendor space by the applicant(s) You agree to hold I Love Seafood Fest, and the owner of the festival sites harmless of any loss or damage by reason thereof. You also agree to comply with all state and local regulations in the operation of your booth.*

*You agree that you have read and agree with the BOOTH POLICIES outlined in the attachment. I Love Seafood Fest., may choose to terminate this agreement at any time if you choose not to abide by our BOOTH POLICIES. The I Love Seafood Fest reserve the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded if you do not attend or if all or part of the show is canceled due to fire, calamity, weather or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control*

\*\*\*Note: Dayson Diamond Youth Foundation is a registered 501 (c)(3) non profit organization. All application fees are tax deductible.



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Thank you for your interest in vending at the Annual I Love Seafood Fest scheduled to take place on Saturday, September 14<sup>th</sup>, 2024 from 3pm to 11pm at Burroughs & Chapin Pavilion, 812 N Ocean Blvd, Myrtle Beach, SC 29577 Please print out this application and do the following: -

1. **Read carefully and complete each section**
2. Sign the bottom of the printed application mail to: I Love Seafood Fest  
 3100 Dick Pond Road, Suite E  
 Myrtle Beach, 29588

**Payments made by CASH, CERTIFIED CHECK, MONEY ORDER, ZELLE and CASH APP**  
*(All Certified Checks/MO should be made payable to Dayson Diamond Youth Foundation*  
 Zelle- [daysoncompany@gmail.com](mailto:daysoncompany@gmail.com) CashApp \$ILOVESEAFOODFEST

Please complete the following pages. Failure to do so will result in your application being rejected!

Name of Vendor Booth/Business: \_\_\_\_\_

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

Address \_\_\_\_\_

Contact Tel No (s) /Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

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

**BOOTH TYPES** Please indicate the size of Vendor Booth you require below:

| BOOTH TYPE                         | SIZE OF BOOTH/SPACE |          |
|------------------------------------|---------------------|----------|
| NON-PROFIT ( INFORMATIONAL)***     | 10X10               | FREE     |
| NON-PROFIT (SALES)***              | 10 X 10             | \$75.00  |
| ART & CRAFT VENDOR***              | 10 X 10             | \$120.00 |
| ART & CRAFT VENDOR DOUBLE BOOTH*** | 10 X 20             | \$200.00 |
| FOOD VENDOR (TENT)***              | 10X10               | \$375    |
| FOOD TRUCK VENDOR                  | 10X24 +             | \$450    |

**\*\*\*ABSOLUTELY NO BOOTH SHARING WILL BE ALLOWED\*\*\***

***Non-Profit and Informational booths only:*** *Non-profit informational booths are free however, the booth spaces are first come first serve and limited booth space available. Non-profits are prohibited from any type of sales whatsoever. Violation will cause the vendor to be asked to leave the festival site.*

Please list items that you intend to sell (food vendors please list your menu items and prices)

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# CITY OF MYRTLE BEACH

## Hospitality Account Application

CITY OF MYRTLE BEACH, P O BOX 2468, MYRTLE BEACH, SC 29578  
PHONE (843) 918-1200 FAX (843) 918-1210

Welcome to the City of Myrtle Beach! This form must be completed and will be used to establish a Hospitality Fee account with the City of Myrtle Beach Finance Department. This form is for businesses that are required to collect hospitality fees, which would include food and beverage vendors, and businesses that charge admissions.

Events that charge an admission fee for attendance are subject to the Myrtle Beach Hospitality Fee, Horry County Hospitality Fee, and the State of South Carolina Admissions Tax. An admission ticket is subject to a total of 7.5% in Admission Tax and Hospitality Fees. The 7.5% is broken down as follows: 1% Myrtle Beach Hospitality Fee, 1.5% Horry County Hospitality Fee, and 5% SC Admissions Tax. You are responsible to collect the Admission Tax and Hospitality Fees and report the amount collected to each governmental agency separately.

Events that have prepared foods and beverages are subject to the Myrtle Beach Hospitality Fee, Horry County Hospitality Fee, and the State of South Carolina Sales Tax. Prepared foods and beverages are subject to a total of 10.5% in Sales Tax and Hospitality Fees. The 10.5% is broken down as follows: 1% Myrtle Beach Hospitality Fee, 1.5% Horry County Hospitality Fee, and 8% SC Sales Tax. You are responsible to collect the Sales Tax and Hospitality Fees and report the amount collected to each governmental agency separately.

Note: South Carolina may provide an exemption from some taxes for certain events. To obtain information on this exemption, you must contact the SC Department of Revenue at (803) 898-5471. If your event is exempt from SC taxes, your event may also be exempt from Myrtle Beach Hospitality Fees. You must provide proof of your South Carolina exemption. If you have any questions, please call the Finance Department at (843) 918-1200.

You are required to remit a \$200 filing fee with this completed application. The filing fee must be paid by cash, cashier's check or money order, credit cards are not accepted. Upon receipt of this application and filing fee, Myrtle Beach will provide you with your Hospitality Fee reporting form. It is your responsibility to obtain reporting forms from the SC Dept. of Revenue (803) 898-5471 and the Horry County Treasurers Office (843) 915-5620. At the end of your event, you are required to file your Myrtle Beach Hospitality Fee report. You should deduct the \$200 filing fee paid and remit any balance remaining. If the filing fee exceeds your Myrtle Beach Hospitality Fee collections, you may be entitled to a refund provided you have properly filed your report to the City of Myrtle Beach. At the end of the event, you should also file the appropriate reporting forms with the SC Department of Revenue and the Horry County Treasurers Office.

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

Corporate Name: \_\_\_\_\_

Owner First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Federal ID: \_\_\_\_\_ Event Dates: \_\_\_\_\_ to \_\_\_\_\_

Name of Event: \_\_\_\_\_

Mailing Address: (Attn) \_\_\_\_\_

(Street) \_\_\_\_\_

(City, State, Zip) \_\_\_\_\_

Contact Name: (First) \_\_\_\_\_ (Last) \_\_\_\_\_

(Attn) \_\_\_\_\_

(Street) \_\_\_\_\_

(City, State, Zip) \_\_\_\_\_

Phone: (with area code)(\_\_\_\_\_) - \_\_\_\_\_ Fax: (with area code)(\_\_\_\_\_) - \_\_\_\_\_

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

Do you have a Hospitality Fee account with the City? \_\_\_\_\_ If yes, account # \_\_\_\_\_

Will you be returning to the City for a second event this year? \_\_\_\_\_

Are you exempt from South Carolina Admissions Tax? \_\_\_\_\_

If yes, attach a copy of your exemption certificate with this completed form.