



2023

GREENING UP THE MOUNTAINS NON-PROFIT VENDOR POLICIES

Please read carefully as some of our policies have changed

Please read this information carefully prior to submitting a vendor application. Each application will be reviewed by the festival committee for compliance with these terms to determine your acceptance into the festival. The submission of your application does not guarantee acceptance into the festival, regardless of your participation history with the festival.

FESTIVAL MISSION AND VENDOR ALIGNMENT

The Greening Up the Mountains Festival is a celebration of spring through both traditional and contemporary forms of Appalachian art, music, food, and beverage which honor our community and local artisans. This is a heritage arts festival and, as such, requires that all artisans and crafters be engaged in the business of selling their own fine arts and handmade crafts. No mass-produced items will be permitted at the festival, this includes, but is not limited to, t-shirts, signs, stickers, skin care products, and food products (except for drinks).

Because the Greening Up The Mountains Festival is a heritage arts festival, no applications from political candidates will be accepted. Political candidates who wish to appear at the festival are welcome to walk around and greet attendees, but no booths will be permitted.

COMMITMENT TO SUSTAINABILITY

No plastic bags are permitted. This specifically refers to plastic grocery-style bags used by customers to carry the products they purchase from your booth. Please use recyclable paper bags or reusable bags. This does not apply to products packaged in plastic bags, such as kettle corn, or food items, such as pastries, that are pre-wrapped in plastic.

No styrofoam containers, including, but not limited to, cups and plates, are permitted. Vendors must use reusable or recyclable products (paper or plastic food containers are recyclable in our area).

Non-profit vendors are encouraged to provide reusable cups and/or bags to festival participants in lieu of other types of miscellaneous plastic "swag." Please be mindful of the products that you are sharing and reduce the amount of plastic that you are bringing into the festival.

ELECTRICITY

No electricity is available. You may use a whisper quiet generator, if needed, but no loud generators are permitted. If you bring a loud generator, you will be asked to remove it from the festival area and you will not receive a refund of your fees if you are unable to continue business. You will not be permitted to break down your booth until the festival is over.

WI-FI

No wi-fi is available in the festival area. You will need to provide your own data if you plan to accept credit cards.

REFUNDS

This is a rain or shine event. No refunds will be issued for any reason.

CONDUCT

Absolutely no disrespectful or inappropriate interference with festival attendees, volunteers, or staff will be tolerated. This will result in immediate ejection from the festival. You will not receive a refund of your fees. Your application will not be accepted for future festivals. There is no appeal process.

COMMUNICATION

All communication with the event coordinators and members of the festival committee must take place via email at greeningupthemountains@townofsylva.org, or via previously scheduled in-person meetings at the Sylva Town Hall, 83 Allen Street, Sylva, NC 28779. Emails will be returned within 48 hours.

SET UP AND TAKE DOWN

You will receive an email regarding your assigned set up time once the festival layout has been finalized. Set up times are staggered by the various festival zones and are in place to provide an equal number of volunteers to each zone as vendors arrive to unload, as well as to ensure the safety of all vendors, volunteers, and staff as vendors are unloading. Our application asks for a preferred set up time. Please be aware that set up times are directly related to your location, therefore if you request a booth space in a zone that is scheduled for 6:30 a.m., and we can accommodate your request, then your arrival time will be 6:30 a.m. If you are traveling from a far distance and need a later arrival time, you need to state that on your application, and we will work to assign you to a zone with a later arrival time. Preferred arrival time requests are not guaranteed, but the committee tries to accommodate as many requests as possible. Once the layout has been finalized, it is too late to request a change in your location/arrival time.

NEW REQUEST: We request that all vendors arrive to the festival with a “back wall” for their booth space. This may be a tarp, a large piece of plastic, or one of the panels which come with many booths now. This is to provide a barrier between your booth space and the person whose booth will be backed up to yours. Additionally, please provide an accessible hand sanitizer pump in your booth space for your patrons to use while visiting your booth. We appreciate your cooperation in making every effort to create a festival environment that is as safe as possible.

You may not begin to break down your booth until the festival is over at 4 p.m.

ACCOMMODATIONS

Once the vendor booth assignments have been sent out, there will be no changing of booth assignments. If you have special concerns or need accommodations, such as handicap or special parking, you **MUST** state this on your application. We have much more flexibility in accommodating your needs during the planning stages. Once the layout is finalized, any changes would adversely affect other vendors.

BOOTH ASSIGNMENTS

The planning committee tries to accommodate as many booth space requests as possible, but we are not able to accommodate them all, as we have approximately 175 booth spaces and nearly that many vendors. The committee assigns booth spaces based upon the needs of the festival. We kindly request that you refrain from sending emails and leaving messages regarding the reasons why you were assigned a specific booth space. It is the committee’s job to make the festival fun and interesting for the attendees and profitable for the vendors and it is with this in mind that the spaces are assigned. No refunds will be issued if you are unhappy with your booth space.

COVID 19 COMPLIANCE

The planning committee will continue to monitor the ongoing status of COVID 19 protocols statewide and locally and will issue further guidelines regarding festival participation in compliance with any COVID 19 restrictions and protocols which may remain in place at that time. Please be advised if conditions and requirements require that participants wear masks, vendors will be required to comply with a potential mask requirement regardless of vaccination status. No refunds will be provided for vendors who refuse to comply with protocols that may be deemed necessary at the time of the festival. Conditions are ever-changing and it is impossible to determine what the situation may be in April. However, the GUTM Festival is committed to providing an event which is as safe as possible for everyone.

If the festival must be cancelled due to COVID 19 restrictions which may remain in place at that time, all vendors will receive a full refund of their application fee.

The GUTM festival will be providing handwash stations/hand sanitizer stations, as well as increasing the space between booth spaces.

This is a rain or shine event, and no refunds of vendor fees will be issued for any reason other than those named herein.

Please remember, every representative that you encounter is a volunteer, so please be kind.