



## 39<sup>th</sup> Annual YORK SUMMERFEST

Saturday, August 27, 2022 | Downtown York | 9:00 AM – 6:00 PM

### **Get ready...York Summerfest is back! An annual tradition of summer family fun under the hot Southern sky!**

Originally organized by the dedicated Greater York Chamber of Commerce, the first Summerfest was held in 1983 and continued as a staple in the York community for 39 years.

Recognized as the *Most Outstanding Festival of the Year* at the South Carolina Governor's Conference on Tourism & Travel, honored by the Olde English District as its *Attraction of the 1996 Year*, and listed in the *Top 20 Events Calendar* by the Southeast Tourism Society, York Summerfest is a celebration of music, food and fun! This fun-filled, family-oriented event features a little something for everyone including an array of artisan vendors, unique food trucks offerings, fun and interactive kids' zone, a chance to discover new bands by choosing from a diverse music lineup, car show and so much more... York Summerfest is held in Downtown York. Admission to the festival and live entertainment is free. York Summerfest will now be presented by the City of York.

### **VENDOR PRICING**

Vendor pricing listed below is inclusive of (1) unfurnished space and the cost for a City of York Business License. All vendors selling food, products and/or services are required to purchase a City of York Business License. This license is **not** related to the *South Carolina Retail License*. Non-profit organizations are exempt from purchasing a business license. All fees are non-refundable. Vendors are required to purchase enough space to accommodate the dimensions submitted.

VENDOR CATEGORY	VENDOR FEE	HOSPITALITY TAX
Non-Profit Organization	\$35	\$0
Arts & Crafts	\$85	\$0
Retail and/or Commercial	\$150	\$0
Food	COST FOR CITY OF YORK BUSINESS LICENSE	* \$60 DEPOSIT

- **Non-Profit Vendor:** organizations that are organized and operated exclusively for religious, charitable, scientific, testing for public safety, literary, educational, or other specified purposes and that meet certain other requirements are tax exempt under Internal Revenue Code Section 501 (c) (3).
- **Arts & Crafts Vendor:** merchants who make their unique products and/or crafts with their own hands.
- **Retail and/or Commercial Vendor:** retailers that sell merchandise that are not personally made by hand and/or are selling a service. This includes companies that offer services such as window replacement, insurance, hair services, and others, as well as Mary Kay, Do-Terra, Tupperware, and others.

### **HOSPITALITY TAX**

**\*APPLICABLE FOR ALL FOOD VENDORS:** Per Ord. No. 03-387, § 3, 11-4-2003; Ord. No. 09-493, 5-5-2009 vendors, for a period of one day during a special event, shall pay in advance to the city the amount of \$60.00 as estimated local hospitality tax for the one day. Within 15 calendar days following the special event, the vendor shall report to the city the amount of monetary proceeds received during the special event and pay any additional amount of hospitality tax in the event the sales exceed \$3,000.00 or receive a refund if the sales do not exceed \$3,000.00. Failing to make such a report before expiration of the 15-day period, the vendor forfeits the right for any refund, but remains liable for any additional amount due.

### **UTILITIES**

Electricity and water will not be provided at York Summerfest. If electricity is needed to operate your vendor booth, vendors will be responsible for providing their own power/generator. Must be a "Quiet Generator" (60-50 DBA). Generators over decibel limit will NOT be permitted to run and will be required to be turned off. **NO EXCEPTIONS.**

### **VENDOR SPACE**

Vendor will be provided with (1) unfurnished 12'x12' space at York Summerfest. Vendor will be responsible for setting up booth with tables, chairs, crafts, and/or all other materials and merchandise they are selling.



### **DIMENSIONS**

Vendor is required to provide complete dimensions (width & depth), including food truck, trailer, canopies, tents, trailer tongues, etc. Application may be rejected if dimensions are not included.

### **APPLICATION SUBMISSION**

Applications can be dropped off in person at York City Hall, located at 10 North Roosevelt Street in York, SC or sent via mail to the attention of **Summerfest, Community Events Manager | P.O. Box 500 York, SC 29745**. Acceptable forms of payment: cash, check (payable to York Summerfest), and money order. Deadline to submit vendor application: **Wednesday, July 27, 2022**. Vendor is required to submit a completed application, full payment along with 2 photographs of booth setup, items being offered and a copy of food menu (*applicable for food vendors*), and prices. All applications will be evaluated. If an application is accepted, vendor will be notified and payment will be deposited soon after. If an application is denied, vendor will be contacted and application and payment will be returned promptly.

### **FOOD VENDORS**

Food vendors are required to comply with all provisions of South Carolina Department of Health & Environmental Control (SCDHEC) Regulation 61-25: **Retail Food Establishments**, which are applicable to its operation. The health authority may augment such requirements when needed to ensure the service of safe food may prohibit the sale of certain potentially hazardous food and may modify specific requirements for physical facilities when in the opinion of the health authority, no health hazard will result.

### **CITY OF YORK FESTIVAL CODES & REGULATIONS**

- All vendors are reminded that there must be a minimum of three (3) feet clearance on both sides of fire hydrants for a total of six (6) feet clearance around all hydrants.
- All food vendors who prepare items for consumption on-site will be inspected through the City of York Fire Department Inspector and requirements must be met before vendor will be allowed to operate:
  - Fire Code IFC 904.12.5, 904.12.5.1, 904.12.5.2 & 906: all food vendors utilizing cooking equipment involving vegetable or animal oils shall be protected by a Class (K) rated portable extinguisher. Portable fire extinguishers shall be provided within a 30-foot (9144 mm) travel distance of commercial-type cooking equipment. Cooking equipment involving solid fuels or vegetable or animal oils and fats shall be protected by a Class (K) rated portable extinguisher in accordance with Section 904.11.5.1 or 904.11.5.2, as applicable.
    - Section 904.12.5.1 – all solid fuel cooking appliances, whether or not under a hood, with fireboxes 5 cubic feet (0.14 m<sup>3</sup>) or less in volume shall have a minimum 2.5 gallon (9L) or two 1.5 gallon (6L) Class (K) wet-chemical portable fire extinguishers located in accordance with Section 904.11.5.
    - Section 904.12.5.2 – when hazard areas include deep fat fryers, listed Class (K) portable fire extinguishers shall be provided, as follows:
      1. For up to four (4) fryers having a maximum cooking medium capacity of 80 pounds (36.3 kg) each – one Class (K) portable fire extinguisher of a minimum 1.5 gallon (6L) capacity.
      2. For every additional group of four (4) fryers having a maximum cooking medium capacity of 80 pounds (36.3 kg) each – one additional Class (K) portable fire extinguisher of a minimum 1.5 gallon (6L) capacity shall be provided.
      3. For individual fryers exceeding 6 square feet (0.55 m<sup>2</sup>) in surface area – Class (K) portable fire extinguishers shall be installed in accordance with the extinguisher manufacturer's recommendations.
- All other non-food vendors shall have at minimum one (1) 10 pound ABC fire extinguisher.
- Fire Code IFC 6103.1 & NFPA 58/5.2.1.4: all LP-gas equipment shall be installed in accordance with the International Fuel Gas Code and NFPA 58, except as otherwise provided in this chapter. Containers that show excessive denting, bulging, gouging, or corrosion shall be removed from service.
- Fire Code IFC 6103.1 & NFPA 58/6.6.2.1: all LP-gas equipment shall be installed in accordance with the International Fuel Gas Code and NFPA 58, except as otherwise provided in this chapter. Cylinders shall be installed only aboveground and shall be set upon a firm foundation or otherwise be firmly secured. The cylinder shall not be in contact with the soil.
- Fire Code IFC 6103.1 & NFPA 58/5.9.6: all LP-gas equipment shall be installed in accordance with the



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International Fuel Gas Code and NFPA 58, except as otherwise provided in this chapter. All gas lines shall be in good shape; cracked lines, and any other non-conformities will not be allowed.

- Fire Code IFC 906.1: all vendors equipped with portable generators and where flammable or combustible liquids are stored, used or dispensed shall be provided with an approved portable fire extinguisher. All portable fire extinguishers shall have a minimum rating of 2-A: 10-B:C and be provided with an approved annual maintenance tag.

### **SOUTH CAROLINA RETAIL LICENSE**

South Carolina Department of Revenue requires every person who engages in business in the state of South Carolina as a retailer must obtain a *South Carolina Retail License* before making any sales. **THIS IS NOT THE SAME AS OBTAINING A CITY OF YORK BUSINESS LICENSE.** If you have more than one business outlet, you must have a separate retail license for each location. Under South Carolina Department of Revenue's categories, this festival is considered a RETAIL EVENT, which is festival for which an admissions fee is NOT required for entering the event. If you are operating at a Retail Event, you will be required to register for a retail license to collect and remit the South Carolina sales tax.

If you are an exempt organization devoted exclusively to public or charitable purposes (aka "nonprofits"), you are exempt from the sales tax and the retail license requirements. You may be required to complete and submit an Application for Sales Tax Exemption (Form ST-387). Nonprofit organizations coming within the exemption are:

- Public libraries and churches
- Charitable trusts and foundations
- The American Legion, the Veterans of Foreign Wars, the Disabled American Veterans, Fleet Reserve Association, and the Marine Corps League or any similar Veterans' Organization chartered by the Congress of the United States
- The Young Women's Christian Association (YWCA), Young Men's Christian Association (YMCA) and the Salvation Army
- The Boy Scouts of America and The Girl Scouts of America
- The South Carolina Association of Future Farmers of America
- Any fraternal society, corporation or association
- Any religious, charitable, educational, or literary society, corporation, or other association
- Volunteer fire departments and rescue squads
- All community owned recreation facilities opened to the general public and operated on a nonprofit basis
- All nonprofit or community theater companies, symphony orchestras, county and community arts councils and commissions and other such companies

It is the vendor's responsibility to withhold and remit all applicable state and federal taxes. For further information, please contact the South Carolina Department of Revenue at (803)896-1350 or email at [TaxRegistration@dor.sc.gov](mailto:TaxRegistration@dor.sc.gov).

Thank you for your interest in York's Summerfest Event! Should you have any questions regarding the event, feel free to contact Events Coordinator at (803) 792-8678 or via email at [events@yorksc.gov](mailto:events@yorksc.gov).

Sincerely,

**Karen Fritz**

City Events Director, City of York



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### VENDOR APPLICATION

Deadline to submit vendor application: **Wednesday, July 27, 2022**

**CONTACT INFORMATION** (Please type or print legibly)

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

Address: \_\_\_\_\_ City, State & Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

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

SC Retail License Number: \_\_\_\_\_ Non-Profit Vendor EIN # \_\_\_\_\_ **applicable only for non-profits**

City of York Business License Number: \_\_\_\_\_ Past Summerfest Vendor: ☐ Yes ☐ No

Describe your merchandise, craft or food items:

**TOTAL DIMENSIONS (required):** \_\_\_\_\_

**GENERATOR** ☐ Yes ☐ No  
*Must be a quiet generator (60-50 DBA)*

VENDOR CATEGORY	VENDOR FEE	HOSPITALITY TAX
<input type="checkbox"/> Non-Profit Organization	\$35	\$0
<input type="checkbox"/> Arts & Crafts	\$85	\$0
<input type="checkbox"/> Retail and/or Commercial	\$150	\$0
<input type="checkbox"/> Food	\$ COST FOR CITY OF YORK BUSINESS LICENSE	* \$60 DEPOSIT

NUMBER OF SPACES: \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_

I hereby agree to indemnify, save and hold harmless the City of York, its subsidiaries, agents, volunteers, sponsors, and/or any other persons or representatives from any and all liability arising out of or in any way relating to my participation in York Summerfest on Saturday, August 27, 2022. The City of York reserves the right to reject any application and refuse admittance to any persons or vendor which in our sole opinion is not keeping with the quality or safety of the festival. I also understand my failure to comply with the rules and regulations of York Summerfest will terminate my right to continue to participate as a vendor in York Summerfest. I hereby release all sponsors, promoters and officials of the City of York, and York Summerfest from any claims of injury or damages resulting from participation in this event. \_\_\_\_\_ (initials)

South Carolina law requires vendors conducting sales in South Carolina to have a valid SC retail license, report and pay the applicable sales tax. \_\_\_\_\_ (initials)

**Food vendors** must comply with South Carolina's Department of Health and Environmental Control's Regulation 61-25 Retail Food Establishments. You are responsible for obtaining and reviewing a copy of SC DHEC's Regulation 61-25 Retail Food Establishments \_\_\_\_\_ (initials)

By signing below, the vendor agrees to abide by the rules and regulations set forth by the City of York and assumes complete responsibility for installing, handling and staffing its space allocated during York Summerfest.

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR OFFICE USE ONLY**

**APPROVED:** ☐ Yes ☐ No

TOTAL DUE: \$ \_\_\_\_\_ RECEIVED \$ \_\_\_\_\_ Date \_\_\_\_\_ Received By \_\_\_\_\_  
Form of Payment: ☐ Cash ☐ Money Order ☐ Check #: \_\_\_\_\_

BALANCE: \$ \_\_\_\_\_ Date \_\_\_\_\_ Received By \_\_\_\_\_  
Form of Payment: ☐ Cash ☐ Money Order ☐ Check #: \_\_\_\_\_

Space Number \_\_\_\_\_