



## 2022 POPS FOOD VENDOR APPLICATION

*- Please keep a copy of this application for your records -*

Event: DiverseCity

Hours of Operation: Saturday, September 17, 2022 (1-7PM)

Location: Forest City Pavilion On Park Square (POPS)  
153 Park Square  
Forest City, NC 28043

Application Deadline: Friday, September 2, 2022

DiverseCity is a multicultural festival that celebrates and unifies the cultural cornerstones of various heritages through live music, food, artisans, vendors and more. POPS will be transformed into a marketplace of cultural favorites paired with jamming music for a sizzling family fiesta. This integrated event will feature something for everyone, and attendees can journey through various represented countries and experience their people, music, art, food and culture.

Admission is free to the public, and the event is kid-friendly. Booth vendors will set up throughout the park that offer different experiences like handmade art exhibits, information about cultural programs in Rutherford County, face painting and more. Food vendors will set up outside of the park on Mill Street. There is a \$50.00 fee for vendors to participate.

We believe that this is a great way for us to come together as a community to showcase all of the amazing cultural opportunities that are available in Rutherford County. We hope that we can count on your participation with DiverseCity to make this as successful as possible. Please contact [ariannaedwards@townofforestcity.com](mailto:ariannaedwards@townofforestcity.com) if you have any questions. Thank you in advance for your support!

### Requirements:

- Five high quality images of your most recent work in order to be juried (four of work and one of display)
- Signed and completed application form
- \$50 vendor fee (check or money order made out to Town of Forest City)

PLEASE MAKE CHECKS PAYABLE TO: Town of Forest City. Please send checks, vendor application and fire permit to:

Town of Forest City  
c/o Arianna Edwards  
PO BOX 728  
Forest City, NC 28043

Digital applications may be submitted via email to [ariannaedwards@townofforestcity.com](mailto:ariannaedwards@townofforestcity.com). If you are accepted, digital photos help us to promote you on our social media, website and local newspapers.



## 2022 POPS FOOD VENDOR APPLICATION

*- Please keep a copy of this application for your records -*

Name of Vendor/Business: \_\_\_\_\_  
(as you would like it to appear on our marketing materials)

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Daytime Phone #: \_\_\_\_\_ Nighttime Phone #: \_\_\_\_\_

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

If you have a Facebook page, list its name: \_\_\_\_\_

List of food items to be sold (You must list EVERY item): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names of Event Workers: \_\_\_\_\_

Please list three events where you set up your food truck/tent within the past three years:

1: \_\_\_\_\_ 2: \_\_\_\_\_ 3: \_\_\_\_\_

Photo Descriptions:

1: \_\_\_\_\_

Price Range: \_\_\_\_\_

2: \_\_\_\_\_

Price Range: \_\_\_\_\_

3: \_\_\_\_\_

Price Range: \_\_\_\_\_

4: \_\_\_\_\_

Price Range: \_\_\_\_\_

5: Your Food Truck/Tent Display



## 2022 POPS FOOD VENDOR APPLICATION

*- Please keep a copy of this application for your records -*

- 1) Temporary Food Establishment Permit: All food vendors are required to fill out a Temporary Food Establishment Permit through the Health Department and, if required, pay the application fee. It is the vendor's responsibility to contact the Health Department at 828.287.6104 at least two weeks prior to the show. Please notify the Town after you speak with the Health Department.
- 2) Event Fire Prevention Permit: All food vendors are required to fill out an Event Fire Prevention Permit. Forest City Fire Rescue will conduct a safety check at each booth during setup.
- 3) You must list every food item that you are going to sell. If you show up the day of the event with a food not listed on this form, the Town of Forest City has the right to refuse sales of these items. The Town of Forest City has the right to refuse vendors' special events permit.
- 4) Vendor fees are NON-REFUNDABLE. POPS events are held RAIN or SHINE!
- 5) Vendors are responsible for supplying their own tents, tables, chairs, signage, garbage bags, etc. Set-up time will be two hours prior to the gate opening for event (4PM).

By signing below, I hereby agree to abide by the rules and regulations set forth by the Town of Forest City. I understand and agree that there will be no refunds and that decisions of the Town of Forest City are final. Furthermore, I hereby release and forever discharge the Town of Forest City and their agents and representatives from any responsibilities, personal liability, loss, claims or damage arising out of or in conjunction with this event.

**THIS APPLICATION, THE FIRE PERMIT AND PAYMENT FOR THE SCHEDULED EVENT MUST BE RECEIVED AT LEAST TWO WEEKS PRIOR TO THE SCHEDULED EVENT. DUE TO HEALTH DEPARTMENT RESTRICTIONS, APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE ALLOWED INTO THE EVENT.**

---

Name	Signature	Date
------	-----------	------

---

Town Employee Name	Signature	Date
--------------------	-----------	------