



Mills River Day: This free to attend, large-scale community event highlights agriculture, natural resource management, and the talents and related businesses in and around the Mills River Community. It features live music, vendors, food trucks, a kid zone with bounce houses, a tractor show, a horse show, a farm tour, and more!



Vendor Form

Rules & Regulations

Place & Time: Mills River Day at North River Farms (3333 North Mills River Rd., Mills River, NC 28759) will take place on **Saturday, May 6, 2023** from 11 a.m. to 5 p.m., rain or shine. **Vendor check-in starts at 8 a.m. Vendors must arrive by 10 a.m. No vehicles allowed in the vendor area after 10:30 a.m. Vendors should plan to stay until 5:30 p.m.**

Vendor Types: In keeping with the spirit of the event, no multi-level marketing products will be permitted to be vendors at this event. We encourage non-profits, makers of handmade goods, artists, farmers, and civic organizations to apply. Event Organizers reserve the right to deny any vendor based on appropriateness to the spirit of the event.

Application Deadline: Application deadline is Friday, April 28, or once vendor booths are full (whichever comes first). The vendor fee is due at time of application. The vendor fee is \$50 for businesses and \$25 for non-profit businesses, for a 10' by 10' space. Refunds will only be offered if the event organizers (North River Farms & the Town of Mills River) cancel this event.

Please Initial to Acknowledge

	I understand that vendor booths are 10 ft. by 10 ft. and vendors are required to provide their own tent, table, and chairs.
	I understand that all vendor booths are located on grass.
	Vendor check-in starts at 8 a.m. and ends at 10:00 a.m. Vehicles will not be permitted in the loading/unloading areas after 10:30 a.m. No exceptions. Anyone not in place by 10:30 a.m. will be considered a "no show" vendor, and could be deemed ineligible to participate in the future.
	Tear down is at 5:30 p.m. Any vendor failing to comply could be deemed ineligible to participate in the future. Early teardown is unsafe for pedestrians and unfair to other vendors.
	All vendors are responsible for collecting and reporting applicable sales tax.
	We cannot provide electricity to vendors tents. Generators are not permitted. Quiet, battery-operated items are permitted (such as portable battery devices, battery-operated string lights, etc.).
	Spot location requests cannot be guaranteed. North River Farms and The Town of Mills River reserves the right to relocate a vendor for any reason.
	All vendors are responsible for their own trash in and around their booth area. All items must be taken at the end of the event.
	<i>There is no Wi-Fi available. Cell phone service is extremely limited or unavailable entirely at the farm. Those at my booth will plan accordingly, bringing cash and change for transactions if needed.</i>

Applicant Signature

Date

By initialing and signing this application, I indicate that I have read and agreed with the terms and conditions of the rules and regulations stated above.

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Saturday, May 6, 2023

Number of Booths: _____ Amount Due: \$ _____ Sales Tax ID# (if applicable): _____

Company/Business Name: _____

Point of Contact Name (who will be physically present at booth on day of event): _____

Point of Contact DOB: _____ Address: _____

City, State: _____ Zip Code: _____ Phone Number: _____

E-mail Address: _____

Items/Products/Services to be displayed, take place, or sold (please be as specific as possible):

Any location or other requests?

Applicant Signature _____ **Date** _____

How to submit this application:

Mail this application with payment (checks only) to:

Town of Mills River
Parks & Recreation
124 Town Center Dr.
Mills River, NC 28759

Drop off the application with payment (cash or checks only) in person:

Town of Mills River
Town Hall
124 Town Center Dr.
Mills River, NC 28759
Monday-Friday 9 a.m. - 5 p.m.

Utilize our Online Registration Software and pay online (credit/debit only-3% service charge applies):

Create an Account:


INTERNAL USE ONLY:
Total Paid:
Date Paid:
Payment Method:
Check # if Applicable:
Town Rep: