



## 2025 VENDORS APPLICATION May 16<sup>th</sup> – 18<sup>th</sup>

### PRICING

<b>Before April 1st:</b>	10' x 10' (single space)	\$80.00
	10' x 20' (double space)	\$150.00
<b>After April 1st:</b>	10' x 10' (single space)	\$140.00
	10' x 20' (double space)	\$250.00
<b>After May 1st:</b>	<b>No Applications accepted.</b>	

**Please return page two** of the Application with check or money order made payable to **SUMTER IRIS FESTIVAL COMMISSION, Post Office Box 1802, Sumter, South Carolina 29151**. All fees are non-refundable. Each vendor must have a Business License from the City of Sumter – fees are based on your class rate (fees start at \$25).

*Please do not apply for a Business License until you receive your confirmation.* To obtain this license, please contact the City of Sumter Business License Office (803) 774-1601 during regular business hours (Monday - Friday, 8:30 a.m. to 5:00 p.m.) or email [businesslicense@sumtersc.gov](mailto:businesslicense@sumtersc.gov). ***The Business License Application check must be made payable to the City of Sumter; please do NOT return it with your Iris Festival entry form.***

*If you have any questions, contact us at 803-436-2640. We look forward to your participation!*

### POLICIES FOR ALL VENDORS

1. No food or beverages may be sold or given away. This does not include samples of products (i.e. dips/oils).
2. RV's and mobile campers are prohibited at Swan Lake Iris Gardens and all festival parking areas. Violators will be asked to leave the premises for the remainder of the event. No RVs may pull a trailer into Swan Lake Parking.
3. All exhibitors must be approved by the Commission and are responsible for obtaining their own Business License. Please apply for your Business License after you receive your confirmation letter.
4. Set-up time is from 7:00 a.m. until 9:00 a.m. on Friday, May 16th. No early or late set-ups will be allowed. There is no vehicle access into the Gardens. There will be a two-hour unloading area for those with large items. All booths must be completely set-up and all vehicles must be moved to Vendor Parking by 9:00 a.m.
5. Festival hours are from 10:00 a.m. until 6:00 p.m. on Friday, 10:00 a.m. to 6:00 p.m. on Saturday, and 10:00 a.m. to 5:00 p.m. on Sunday. Break-down is at 6:00 p.m. on Friday, 6:00 p.m. on Saturday, and 5:00 p.m. on Sunday. Vendors must be present and open for business from the opening of the Festival each morning until closing. This is required for all three days of the Festival.
6. All vendors are to provide their own tables, chairs, tents, and all necessary items.
7. The Iris Festival Commission cannot provide personnel to help with set-up or break-down.
8. **No pets are allowed.**
9. **No refunds will be given under any circumstance.**
10. Spaces may only be occupied by one vendor at any time.
11. Electricity cannot be provided for fans or other personal items.
12. Applicant hereby indemnifies the Iris Festival Commission, the City and County of Sumter, Vendor Committee and its members, subsidiaries, and their affiliates in the event of loss or damage to goods and/or personal injury.
13. The Committee reserves the right to refuse entry to any vendor.
14. The Commission reserves the right to exclude an exhibitor if this policy is violated. No refunds will be given.
15. All vendor items must be contained within the contracted vendor space. No merchandise or displays are allowed outside of your designated 10' x 10' or 10' x 20' space.
16. All cars/trucks must park in one parking space to unload and load. Only vehicles pulling trailers can park along the yellow curb. This policy will be strictly enforced.
17. No smoking is allowed in the Gardens. No trash/debris should be left in the park after the end of each day. Please always keep your area clean.
18. All vendors must be properly licensed to include a South Carolina Retail License. Proof will be required upon check-in at the Festival.

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**\*We do not accept vendors that are selling services on-site (i.e. car repair, home repair, and those looking for others to sell their product). All products must be sold on-site.**



**2025 VENDORS APPLICATION**  
**May 16th – 18th**

**Keep page 1 for your information/records.**

*Please return this application, your business card, photos and/or samples of your product, stamped and self-addressed envelope, and the entry fee to:*

Sumter Iris Festival Commission c/o Vendors  
Post Office Box 1802  
Sumter, South Carolina 29151-1802

Contact Name \_\_\_\_\_ Date \_\_\_\_\_

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

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

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Website/Facebook/Instagram \_\_\_\_\_

Have you previously participated in the Iris Festival? No \_\_\_\_\_ Yes \_\_\_\_\_ Year(s) \_\_\_\_\_

Detailed description of items (If additional space is needed, please send an attachment.)

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

Please check your space request (pricing on page 1), and indicate the amount enclosed:

Single (10' x 10') \_\_\_\_\_ Double (10' x 20') \_\_\_\_\_ Enclosed \$ \_\_\_\_\_

Electricity (110) requested: Yes \_\_\_\_\_ No \_\_\_\_\_

Electrical Needs \_\_\_\_\_

Vetting Information: Name, Date of Birth, Sex, and Race of each person who will work at your booth.

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

*The undersigned hereby indemnifies the Sumter Iris Festival Commission, the vendor committee and its members, the City of Sumter, Sumter County and subsidiaries, and their affiliates in the event of loss or damage to goods and/or personal injury. Undersigned also understands that there are no refunds and agrees to abide by all rules of the event.*

**Please enclose a stamped, self-addressed envelope for your confirmation packet.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Your application will not be considered without a stamped and self-addressed envelope, payment, vetting information, and photos!**

**We look forward to seeing you!**