



# Youth ARTS Festival

## Food Vendor Guidelines

**Saturday, November 1, 2025**  
**10:00am – 4:00pm**  
**at South Central High School**  
**570 Forlines Rd. Winterville, NC**

**Application and Payment Deadline:** October 1

**Notification:** October 11

**Packet Information Emailed:** October 18

Application can be submitted online  
[www.youthartsfest.com](http://www.youthartsfest.com)

### Payment Info

- Booth fee is \$150. If not accepted a refund will be issued minus a \$5 application fee. All checks will be deposited upon receipt. The deposit of checks does not mean that you are accepted. Festival organizers reserve the right to decline any registration for any reason.

- Checks with insufficient funds are subject to a \$50 handling fee.

- Booth fees do not include tents, tables, or chairs.

### Refund Policy

We understand that circumstances may require accepted Youth Arts Festival vendors to withdraw from the festival after being accepted. Vendors will be refunded their booth fees (minus \$5 application fee) if you notify Emerge Gallery & Art Center in writing by emailing [paula@emergegallery.com](mailto:paula@emergegallery.com) by October 11. After this date, no refunds will be given.

### Sales Tax

Youth Arts Festival organizers receive no commission on sales. Each vendor is responsible for the collection of North Carolina sales tax during the festival. To apply for a Sales Tax and use a Tax Account Number visit [www.dor.state.nc.us](http://www.dor.state.nc.us) and choose form NC-BR. For additional information about North Carolina sales tax, please contact the NC Department of Revenue at 1-877-252-3052.

### Rainout Procedure

Youth Arts Festival is a rain or shine event! In the event of inclement weather, the Youth Arts Festival Committee will consider the hazards and needs of festival participants before making any decision associated with canceling or suspending the festival. In such cases, festival officials will keep participants up to date with notifications and decisions in a timely manner. Should a vendor decide to pack up or leave prior to when the end of the festival has been declared, that vendor may jeopardize future participation in the Youth Arts Festival.

### Guidelines

- Food vendors can set up as a tent, food truck, or pushcart. Booth size will depend on vendors needs.

- Due to location of event, there will not be access to electricity or water connections. Plan to have appropriate equipment, connections, and weights based on your needs.

- Vendor locations are determined by the Youth Arts Festival Committee. Vendors must remain in place until the end of the festival.

- Set up must be professional in appearance.

- Vendors will be asked to keep all noise (including radios, background music, played instruments, etc.) at an absolute minimum in consideration of other vendors and patrons.

- No political representation.

- Food vendors are required to meet or adhere to the Pitt County Health Departments requirements. Vendors must pass inspection by the Health Department.

- It is required that food being sold at the Youth Arts Festival follow Youth Arts Festival guidelines and be consistent with the menu submitted by the vendor.

- Menu/price list of sale items must be posted (a minimum size of 18"x 24") on the front of the concession listing the prices of all items being sold. Vendors will not be allowed to deviate from the menus submitted to Youth Arts Festival Committee.

- All vendor signage must stay within their booth space.

- The Youth Arts Festival Committee and Emerge Gallery & Art Center reserves the right to revoke the sale of any food item in question from the event, as well as the vendor if Youth Arts Festival directions and policies are not followed. The removal of a vendor would result in the forfeit of all fees and future participation may be refused.

Please contact Paula Rountree at [paula@emergegallery.com](mailto:paula@emergegallery.com) for additional information or questions.