



2025 Pine Hill Festival Wiggins, Mississippi ACCEPTANCE WAIVER

Friday, April 25, 2025 ▪ 5:00 p.m. to 8:00 p.m.
Saturday, April 26, 2025 ▪ 10:00 a.m. to 3:00 p.m.

REGISTRATION / BOOTH INFORMATION: Applications should be mailed with payments to SCEDP/Pine Hill Festival, P.O. Box 569, Wiggins, MS 39577 or brought by the Wiggins Historic Depot at 115 Hatten Avenue East in Wiggins.

▪ **APPLICATION DEADLINE – APRIL 18, 2025** ▪

***Vendors will be notified via email, the week of April 21 with their booth number and instructions.**

Non-food vendor spaces are 10' x 12' and food vendor spaces are 10' x 24'. Vendors are responsible for their own supplies such as canopies, tables, chairs, etc. Vendor packets will be available on opening day of the festival. Courtesy officers will provide security after the festival closes on Friday night; however, vendors should secure valuables at all times, and festival organizers are not responsible for lost or stolen items. Check-in will open at noon on Friday, April 25 at a marked location on Pine Avenue in Downtown Wiggins and at 7 a.m. on Saturday, April 26. All vendors must check in by 9:30 on Saturday. Vehicles must move from the festival area immediately after unloading. Vehicles left unattended for extended periods after set-up will be towed.

PAYMENT/WEATHER POLICIES: Applications must include payments (checks are preferred) and all sections of the application must be filled out to be considered. A \$25 charge will be assessed for returned checks. All payments are non-refundable and non-transferable. "No-show" vendors will not be refunded. The festival will go on regardless of inclement weather conditions, unless notified by the Emergency Management District to close the festival. The festival will not be re-scheduled.

INSURANCE REQUIREMENTS: All FOOD & GAME vendors participating in the Pine Hill Festival must have \$1,000,000 of liability insurance. Vendors are required to name Stone County Economic Development Partnership, City of Wiggins, and Stone County as additional insured. We must receive your certificate of insurance by April 24.

VENDOR CONDUCT: Food vendors must properly dispose of waste (batter, cooking oil, etc.); disposing of waste on sidewalks, streets, or the surrounding areas is prohibited. Booth areas are to be properly cleaned prior to leaving the festival and no one is allowed to shut down their booth to leave early. Festival organizers have the right to prohibit and/or evict any vendor or participant without refund or assumption of liability for loss of sales or expenses. The vendor will be held liable in the event their display causes damage to the display or work of another vendor, event site property, or if anyone is injured due to negligence.

FOOD VENDORS:

- Must be set up by 3:00 p.m. Friday, April 25 for food inspections, no exceptions. (If not in place by 3pm, the vendor is not allowed to participate in the festival and no refunds will be issued.)
- Must provide the correct dimensions of their trailer (including the hitch). Any trailer exceeding the 10 x 24 booth size will require two vendor spaces.
- Must submit an accurate representation of their planned menu for the event

Festival organizers will consider food vendors on a first-come, first-served application basis, with the goal of avoiding duplication of items.

TEAR DOWN: For the safety of our guests and festival participants, vendors are not allowed to leave the festival before 3:00 p.m. on Saturday, April 26 for any reason, nor will they be allowed to bring in vehicles to their booths to begin closing out their booths prior to the end of the festival. All vendors are responsible for cleaning up and bagging their own trash.

HOLD HARMLESS: Pine Hill Festival is held rain or shine, and no space fees nor vendor expenses will be refunded should an emergency of any nature arise that would prevent or cancel production of the festival. In consideration for being allowed to participate in the Pine Hill Festival, vendors agree to protect, defend and hold harmless the Stone County Economic Development Partnership and their respective elective or appointed boards, officers, agents, and contract employees from any and all claims, liabilities, expenses, or damages of any nature, including attorney’s fees, to the extent such claims, liabilities, expenses or damages arise out of the participation by the Pine Hill Festival, its agents, officers, employees, volunteers, subcontractors or independent contractors, at the festival. Festival applications do not guarantee acceptance; organizers reserve the right to accept or reject participation in the festival.

TAXES: Vendors are responsible for collecting sales tax (7%) plus (2% for food). Accurate sales tax payments are required by law to be paid and recorded by festival organizers by the close of the festival at the information tent. Sales tax checks are to be made payable to the *Stone County Economic Development Partnership or SCEDP*. Vendors are responsible for accurately calculating taxes for all festival sales.

APPLICANTS MUST SIGN, SIGNIFYING ACCEPTANCE OF WAIVER

Pine Hill Festival Applicant/Business Representative: _____
(Please Print)

Signature: _____ Business Name: _____

Email: _____ Date: _____

**Vendors approved through application process*



Annual Pine Hill Festival

Wiggins, Mississippi
 Friday, April 25 & Saturday, April 26, 2025

Vendor Application

Contact Name: _____

Name of Business: _____

Address: _____

Email address: _____

Cell #: _____

Description of Merchandise: _____

Category: _____ Food _____ Arts, Crafts & Merchandise _____ Informational _____ Games

Trailer Size (hitch to end) _____ Serving window is on the front ▪ back ▪ left ▪ right of the trailer
 (circle one)

FOR FOOD VENDORS ONLY: **Menu/ Type of food** (LIST ALL ITEMS AND DESCRIBE)

FOOD AND GAME VENDOR REGISTRATION FEE

No Early Bird Discount - Space is Limited

Food Vendor \$450 x _____ # of spaces = \$ _____ 110 power _____ 220 power _____

Kid's Games/Inflatables \$150 x _____ # of spaces = \$ _____ 110 power _____ 220 power _____

EARLY BIRD REGISTRATION THROUGH APRIL 7, 2025

Non-Food/Game Vendors Only

10' x 12' Booth Space without Electric Service \$100 x _____ # of spaces = \$ _____

10' x 12' Booth Space with Electric Service \$125 x _____ # of spaces = \$ _____

NON-FOOD VENDOR REGISTRATION FEE - BEGINNING APRIL 8, 2025

10' x 12' Booth Space without Electric Service \$125 x _____ # of spaces = \$ _____

10' x 12' Booth Space with Electric Service \$150 x _____ # of spaces = \$ _____

Checks are payable to *Stone County Economic Development or SCEDP*. Mailed checks must be postmarked before April 8, 2025, to qualify for Early Bird Registration. There will be a \$25 charge on returned checks.

Mail application, waiver, and payment to: **SCEDP/Pine Hill Festival P.O. Box 569 Wiggins, MS 39577**

Contact us at skirke@stonecounty.com or jan@stonecounty.com for more information.

Electricity is provided at an additional cost for non-food vendors and vendors must supply their own extension cord (Minimum of a 200-foot outdoor cord). Vendors must conform to the assigned space. Booth fees are **non-refundable**.