



HATTIESBURG CRAFT BEER FESTIVAL

Saturday, March 4, 2023
Downtown Hattiesburg



FOOD VENDORS

The Downtown Hattiesburg Association invites you to the **9th annual Hattiesburg Craft Beer Festival on Saturday, March 4, 2023, from 6-9 p.m.** (VIP entry at 5 p.m.) at Town Square Park. This event takes place as part of FestivalSouth, as a FestivalFringe event, setting it apart from other beer festivals as we showcase the art and artists behind craft beer.

We are excited to see this event continue to grow and thrive after a two-year hiatus from the pandemic. **The Downtown Hattiesburg Association is once again teaming up with VisitHattiesburg, Southern Beverage Co., Stokes Distributing, Southern Prohibition, and others to ensure the festival experience is better than ever for brewery representatives and festivalgoers.** This year's festival is presented in part by Corner Market, with support from VisitMississippi.

While creating a great experience for everyone is a top priority, the Hattiesburg Craft Beer Festival serves as the primary fundraiser for the Downtown Hattiesburg Association, which is the city's official Main Street Program and provides year-round programming, advocacy, and events.

QUICK FACTS:

- Expected Attendees: 1,000 – 1,500
 - Approximately 225 of those are VIP ticketholders.
- Approximately 30 Breweries Represented with 100+ Beers in Total
- Up to 10 homebrewers also in attendance.
- Limit of nine food vendors
- Drinks are provided by Coca-Cola. Food vendors are not allowed to sell drinks.

FAQS

When do I check-in? Set-up is from 1 p.m. to 4:30 p.m. on Festival day at Town Square Park in Downtown Hattiesburg. Vendors must check in at the information booth. Each vendor has a reserved booth and will be provided with a map and booth number. Vendors may arrive beginning at 1 p.m. and spaces should be completely set by 4:30 p.m., with VIP attendees entering at 5 p.m. Vendors are responsible for setting up their own booth space, and volunteers will not be provided.

When and how do I take down my booth? The Festival will end at 9 p.m. Early take down is not allowed under any circumstance. Vendors will be responsible for breaking down their own booth space. At the end of the event, fold your provided table, remove lighting (if provided by the Festival), and bring items to the designated space near the front gate. All remaining trash must be removed and brought to the dumpster. Items should not be left in your space. Should you choose to enjoy Downtown's offerings that evening, the information booth will have details on where non-valuables may be stored. All stored items must be picked up on Sunday morning, and the Festival will not be held responsible for your belongings.

How many tickets do I receive? When registering at the information booth the day of the event, each brewery will be provided with a general admission wristband for one booth representatives. Food vendors representatives will be provided with two general admission wristbands. All representatives must wear a wristband to enter, for set-up, and throughout the event. Reps found without a wristband will be asked to leave or purchase one. Additional representatives may purchase tickets. If you are a sponsor of the event, tickets and t-shirts will be delivered.

HATTIESBURGCRAFTBEERFEST.COM (21+ ONLY)
Contact the HCBF team at hburgcraftbeerfest.com with questions.



Can those under 21 work my booth? No. All booth representatives and assistants must be at least 21 years of age. No one without a valid ID showing they are 21+ will be allowed to enter the Festival gates. IDs must be presented at check-in to the information booth attendant.

How many people can I bring with me to work? All booth staff must be over 21 years of age. Each booth rental will receive two tickets for the staff. All other staff will be required to purchase either a general admission or DD ticket.

Can I bring my children or pets? No. If your child is under 21, they cannot enter. Your fur children won't be permitted, either, no matter how many dog years they are!

What should I bring? The Festival will provide you with a designated space and table for your 10x10 booth. You are welcome to bring your own lights. Everything else should be brought by you. Booth spaces are uncovered, so a canopy tent is highly recommended. Due to the possibility of winds, canopy tents should be properly anchored in a safe way without being a tripping hazard. Anchored weights to each leg are recommended.

What do I do with trash in my booth? Each vendor is responsible for trash at their own booth. During the Festival, you may take trash to the bins located throughout the park. All remaining trash at the end of the Festival must be removed and brought to the dumpster. We are pleased to bring recycling back to the Festival this year, and recyclable material may be placed in the blue receptacles. For breweries and homebrewers only: You will have two boxes under the table at your booth – use one for recyclables and one for trash. All waste, both recyclable and not, needs to be properly disposed of in recycle and trash bins located throughout the event once your booth box is full. Our staff will handle it from there by bringing these items to larger receptacles.

What if I need help at the event? Our staff has handled every detail to make sure that this event is a success. We also have a large group of seasoned volunteers to keep things running smoothly. We will have volunteers and staff floating through the event, so look for someone in a "Brew Crew" shirt if you have questions or need help. We employ security during the Festival.

What services are provided? You must manage your booth at all times. Event management does not provide tents or chairs, and does not guarantee product sales, attendance, or booth success. Likewise, we assume no responsibility for personal property damage or loss, or liability for injury to any attendee, guest, participant or participant's officers, employees, agents by acts including but not limited to, losses from natural disaster, fire, theft, ordinary negligence, and accidental damage and injury or others. Vendor representatives must comply with all applicable laws, rules, regulations, and ordinances. Vendors are responsible for keeping their stations clean and orderly, notifying the Festival of only special or unusual maintenance needs within their designated space.

What is my legal responsibility? Booth representatives shall be responsible for obtaining any licenses, permits or approvals required under local, state, or federal law applicable to their activity at the event and must collect 7% sales tax (10% for food vendors) on sold items and turn in to Event Management at the end of the Festival, as required by the Mississippi Department of Revenue. The sales tax forms (provided by us) and payment may be submitted to the Festival representative at the information booth at the conclusion of the event.

What isn't allowed to be sold/provided at my booth? Pepsi products are not allowed as Coca-Cola is a sponsor. This includes water, soda, liquor and beer. And remember to keep anything else classy and legal, of course! If you have a question about something being sold or provided by your booth, ask! You may contact the Festival committee at hburgcraftbeerfest@gmail.com.

LEGAL

Reservation of Right. Event Management reserves the right to reject, eject, or prohibit any participant or booth representative.

Fire and Safety Regulation. All fire and safety instructions, whether verbal or posted in the facility, must be strictly adhered to at all times.

Attendance. No one under the age of 21 is allowed, no exceptions. No pets allowed.



Security. Event Management will employ security during the course of the event. Event Management, staff, nor the owners of the facility will assume any responsibility for personal property.

Limitation of Liability. Event Management assumes no responsibility for personal property damage or loss, or liability for injury to any attendee, guest, participant or participant's officers, employees, agents by acts including but not limited to, losses from natural disaster, fire, theft, ordinary negligence, and accidental damage and injury or others except that which may result from the Event Management's willful misconduct or gross negligence.

Non-Guarantee. Event Management does not guarantee product sales, attendance or booth success.

Compliance with Laws. All participants must comply with all applicable laws, rules, regulations, and ordinances.

Event Cancellation. In the event of cancellation due to fire, natural or man-made disasters, strikes, governmental regulations or other causes beyond our control, the booth representative may not hold Event Management, sponsors, staff, or owners of the premises responsible for any loss incurred as a result of cancellation.

No Other Representations. No oral conditions or promises will be honored unless in writing. All agreements have been incorporated into this document and supersede any other representations made by either party.

Insurance. Event Management and the facility are not responsible for loss or damage to exhibitor's property. In the event the exhibitor desires to have goods, samples and other property brought upon the exhibition premises insured against loss due to any cause, he shall obtain insurance at his own expense.

Amendment to the Rules. Event Management reserves the right to adopt, orally or in writing, any additional rule or regulation, move or remove an exhibit, or take any further action if Event Management deems such action necessary for the good of the event. Said action shall have the same force and authority as though fully incorporated in the agreement herein.

Photo Policy. By attending the Hattiesburg Craft Beer Festival (the "Festival"), you consent to being filmed and or photographed, whereas your image, voice, and likeness may be used by the Festival producers for promotional purposes. Any photography taken at the Festival, whether in digital or analog format, is subject to mandatory, non-exclusive license to the Festival producers for use in Festival promotional purposes. Any artwork or performances sponsored by the Festival or taking place on Festival grounds is also subject to a mandatory, non-exclusive license to Festival producers for use in Festival promotional purposes. No third-party videotaping is allowed.



FOOD VENDOR REGISTRATION FORM

Online registration available at hattiesburgcraftbeerfest.com.

Thank you for your support of the Hattiesburg Craft Beer Festival! Please complete the form below in its entirety to submit your registration. By completing this application, you indicate that you agree to the rules and regulations included in the information packet.

NOTE: As there are a limited number of available food vendors, they will be accepted in the order deposits are received.

Company Name (as it is to be listed on materials): _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Facebook Page (for recognition): _____

Contact Person: _____ **Title:** _____

Phone Number: _____ **Email:** _____

On-Site Contact Person (must be age 21+): _____

Phone Number: _____ **Email:** _____

Food vendors must pay \$175 to have a booth at the Festival. How will you pay?

_____ Check (HBURG Craft Beer Festival, Mail to: HHDA, PO Box 150, Hattiesburg, MS 39403)

_____ Credit Card (We will contact you for information.) _____ Cash

A 10x10 space will be reserved for you. Tables, chairs, and tents are not provided by festival.

Do you require electricity? _____ Yes _____ No

*There is a limited amount available. We will do our best to accommodate this need, but it is **not** guaranteed.*

Will you be selling products at your booth? _____ Yes _____ No

If you are sampling or selling food and beverages, indicate product details here.

*If you do not receive an email with approval, please email info@downtownhattiesburg.com to make sure you are approved. All food or beverages sold or sampled **MUST** be approved.*

Anything else to add? Special arrangements or requests?

We will do our best to accommodate all needs, but we cannot guarantee they will be met. Requests will be considered on a first come, first serve basis.

Email completed form to hburgcraftbeerfest@gmail.com.