





## BREWERY 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.

**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.

**HATTIESBURGCRAFTBEERFEST.COM (21+ ONLY)**

Contact your local distributor or the HCBF team at [hburgcraftbeerfest.com](http://hburgcraftbeerfest.com) with questions.





# BREWERY REGISTRATION

Online registration available at [hattiesburgcraftbeerfest.com](http://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.

## I. ORGANIZATION INFORMATION

**Brewery Name** (as it is to be listed on website and materials): \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Website** (for linking from Festival website): \_\_\_\_\_

**Facebook Page** (for recognition): \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**On-Site Contact Person** (must be age 21+): \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

## II. DONATION LEVEL

The Hattiesburg Craft Beer Fest will provide the following to **all** participating breweries:

- Shuttle service on Saturday for brewery representative(s)
- Lunch and beer at Southern Prohibition Brewing the day of the event
- One general admission ticket for brewery representative

\_\_\_\_\_ **5-9 Cases of Product (Total \_\_\_\_\_ )**

- Two general admission tickets (to be used at your discretion)
- One VIP ticket with VIP tent and restroom access (to be used at your discretion)

\_\_\_\_\_ **10 or More Cases of Product (Total \_\_\_\_\_ )**

- Three VIP tickets with VIP tent and restroom (to be used at your discretion)
- Two general admission tickets (to be used at your discretion)
- One hotel room for one night\* (discounts for additional rooms/nights available)

\*Which night do you need a room for? \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_ Do Not Need

\_\_\_\_\_ **No Product**

- If you do not wish to donate any product, the Festival will choose available beer from your portfolio and purchase it with your permission (as needed). The above offers will not apply.

The total complimentary tickets received with your donation will be left at will call under your brewery name. Additional brewery representative passes must be purchased.

**Name of MS distributor you work with in Hattiesburg:** \_\_\_\_\_

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**Beers Provided:**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

**VIP Provided:**

*(only available in VIP tent to ~225 people)*

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

**Is your brewery sending representation to work the booth?**

\_\_\_ Yes \_\_\_ No

If yes, how many? \_\_\_\_\_

**Will brewery reps attend the provided lunch on Saturday, March 4?**

\_\_\_ Yes \_\_\_ No

If yes, how many? \_\_\_\_\_

**Are you interested in info on festivities on Friday, March 3?**

\_\_\_ Yes \_\_\_ No

**Do you wish to have a volunteer pourer work your booth?**

\_\_\_ Yes \_\_\_ No

**Do you need information on discounted lodging?**

\_\_\_ Yes \_\_\_ No

If yes, how many rooms/nights? \_\_\_\_\_

**Will you bring a tent or extra tables/chairs for your booth?**

\_\_\_ Yes \_\_\_ No

*These are **not** provided by Festival. The Festival will provide one table per booth.*

**Do you require electricity?**

\_\_\_ Yes \_\_\_ No

*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 yes, what kind of products or information will you have available at your booth?**

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**If you are sampling or selling food and beverages (other than beer), provide details here.**

*If you do not receive an email with approval, please email [hburgcraftbeerfest@gmail.com](mailto:hburgcraftbeerfest@gmail.com) to make sure you are approved. All food and beverages sold or sampled **MUST** be approved.*

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**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.*

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*Please email a high-quality JPG or PNG of your logo along with your completed application to [hburgcraftbeerfest@gmail.com](mailto:hburgcraftbeerfest@gmail.com).*