

# PRIDE



## GREENVILLE-PITT COUNTY

### Food Vendor Guidelines

**Saturday, June 28, 2025**  
**10:00am – 2:00pm**  
**Greenville Town Common**

**Application and Payment Deadline:** May 31  
**Notification:** June 7  
**Packet Information Emailed:** June 18

Application can be submitted online  
<https://www.emergegallery.com/community/festivals>

#### Payment Info

- Booth fee is \$80, 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 Greenville-Pitt County Pride 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 June 7. After this date, no refunds will be given.

#### Sales Tax

Greenville-Pitt County Pride 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

Greenville-Pitt County Pride Festival is a rain or shine event! In the event of inclement weather, the Greenville-Pitt County Pride 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 Greenville-Pitt County Pride Festival.

#### Guidelines

- Food vendors can set up as a tent, food truck, or pushcart. Booth size will depend on vendors needs.
- This outdoor festival takes place on a paved surface which prohibits anchoring any supports into the ground. Please, plan to have appropriate weights for your display, in the event of rain.
- Electricity is available but limited. We have limited 120, 220, 240 available. The cost per outlet is \$50. The fee for an outlet will be collected once the vendor is accepted to the festival. Please, note that vendor would be responsible for extension cords and rugs to cover any cords over walking paths.
- Water source may be available, if noted on the application. Water sources could be up to 200 feet away.
- Set up must be professional in appearance. Please, note this is a family friendly event. We do not allow adult "toys", pasties, or anything deemed "inappropriate" for a family friendly event.
- All vendors must be LGBTQ+ owned/operated or affirming.
- 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.
- 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 Greenville-Pitt County Pride Festival Committee.
- Vendor locations are determined by the Greenville-Pitt County Pride Festival Committee. Vendors must remain in place until the end of the festival.
- It is required that food being sold at the Greenville-Pitt County Pride Festival follow Greenville-Pitt County Pride Festival guidelines and be consistent with the menu submitted by the vendor.

The Greenville-Pitt County Pride 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 Greenville-Pitt County Pride 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.