

**Town of Macclesfield**

105 N Railroad Street

PO Box 185

Phone: (252)-827-4823

Fax: (252)-827-2814

Email: [utilities@townofmacclesfieldnc.org](mailto:utilities@townofmacclesfieldnc.org)

Jason Taylor, Commissioner  
Jean Wooten-Jiles, Commissioner  
Joyce Braxton, Commissioner  
Paula Lewis, Commissioner

Michael Speight, Mayor  
Jennifer Stanley, Town Administrator  
Gracieann Etheridge, Town Clerk  
Benajmin Lassiter, Public Works Director

**Fall Festival  
Saturday, October 5th, 2024  
Vendor Application**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Description of Items to Sell: \_\_\_\_\_

(Please Circle One)	Non-Profit/Churches no sales; no electric	FREE
	Veterans with sales; no electric	FREE
	Veterans with sales; with electric	\$25.00
	Non-Profit/Churches/Vendors with sales; no electric	\$35.00
	Non-Profit/Churches/Vendors with sales; with electric	\$45.00
	Food Truck or Trailer no electricity	\$60.00
	Food Truck or Trailer with electricity	\$75.00

**Food trucks and vendors should set up between 8:00 am and 10:00 am and remain in place until the event concludes for the safety of our patrons.**

**Festivities will begin at 10:00 am for all patrons.**

- Be sure to have the proper permits for the health inspector if selling food.
- Spaces are limited and are assigned by the date submitted/paid. If using electricity, fee **MUST** be paid before space is assigned. First come, first serve.
- Microwaves and Toaster Ovens are **NOT** allowed due to electrical overload.
- No refunds will be granted if the event takes place.
- All payments should be made payable to the Town of Macclesfield.
- Applications and payments should be delivered to the Town Hall **NO LATER THAN Friday, September 20<sup>th</sup>**.
- You may mail the application and payment to PO Box 185 Macclesfield; or drop it off in person at 105 N Railroad Street.
- All vendors must supply their own power chords and tables.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date received: \_\_\_\_\_ Staff signature: \_\_\_\_\_