



Downtown Whiteville Christmas Extravaganza Vendor Form
Saturday December 5, 2026, 3:30pm-10:00pm

FOOD TRUCK VENDOR APPILCATION
Downtown Whiteville Christmas Extravaganza

Official event hours 6:00 PM – 10:00 PM
701 South Madison Street
Whiteville, NC 28472

This is a free community event featuring our annual Christmas parade and Christmas tree lighting. Food and Beverage vendors must pay a \$75 fee to participate in this year's event festivities. If you are interested in participating as a vendor in this year's event, please fill out the following information:

Name _____

Business Name _____

Mailing Address _____

City / State / Zip _____

Phone _____ Email _____

Facebook / Instagram, if applicable _____

Please describe the food you plan to sell _____

of Spaces: _____

How did you hear about our festival? _____

Total Enclosed: \$ _____

Return application with payment to:
City of Whiteville
317 S. Madison St. Whiteville, NC 28472
(May put in drop box if it is after hours)

The Downtown Christmas Extravaganza organizers have established rules and policies to ensure all vendors are considered equal and to ensure the safety of those in attendance. By submitting your completed application, you agree to abide by these rules and policies. Your compliance is much appreciated.

- The Christmas Extravaganza Organizers reserve the sole right to select any and all participants.
- Applications will be processed in the order of the date received and must include all required information. Any incomplete application will be removed from consideration.
- Vendors are responsible for leaving the space in the same condition as when the vendor arrived. Oil spills and /or damage to the space must be reported immediately to vendor coordinator.
- All vendors must be set up NO later than 3:30 PM. Vendors are not allowed to move their food truck or bring any vehicle inside the vendor area until crowd clears. Vendors will be notified by staff when it is clear for you to move.
- Vendors are responsible for their own power and water supply.

APPLICANT ACKNOWLEDGEMENT:

Applicant understands the City of Whiteville (hereafter "Festival Organizers") reserves the right to reject any and all applications. Applicant understands that they are responsible for reading and adhering to all vendor rules and regulations as may be established by the Festival Organizers, as well as any and all applicable local, state, and federal laws and regulations. Applicant hereby agrees to indemnify, hold harmless, and release the City of Whiteville, and the Festival Organizers and any or all sponsors or agents from any loss, liability, damage, or costs (including attorney fees and court costs) and any and all claims of injury or damages resulting from and/or arising out of their participation in the Downtown Whiteville Christmas Extravaganza, whether caused by negligence or willful act of the Applicant or any other person. Applicant further understands that there will be no refunds in the event of rain. By your signature below, Applicant agrees to consider this application a commitment to abide by any and all rules and regulations that may be set forth by the Festival Organizers and that it is solely responsible for obtaining any and all liability insurance coverage for their business/organization. Applicant understands that only items and information included in this application and approved by Festival Organizers may be sold and/or given away during the Downtown Whiteville Christmas Extravaganza. Applicant also consents to the Downtown Whiteville Christmas Extravaganza using its photograph, image, and/or sound in promotional materials, including print, broadcast, and online internet media. I have read and agree the Christmas Extravaganza Rules.

Signature: _____ Date: _____

If you have any questions or concerns, please reach out to Madison Ward at (910) 918-1162 or Heather Dowless at (910) 770-2293

For City of Whiteville Use Only

Type of Payment Received: Cash \$ _____ Check \$ _____ Check # _____

Received By: _____ Date: _____