



**A FREE HOLIDAY CELEBRATION FOR THE
SUMTER COMMUNITY**

USC SUMTER - 200 MILLER RD

JingleFest is a festive holiday market celebrating the holiday season with family-friendly activities. This **FREE** public event will feature a wide variety of attractions and activities that appeal to all ages!

Complete holiday shopping with local vendors, sample food, listen to live music, meet Santa and feel your heart grow three sizes from all the holiday cheer.

DEC. 12

11A.M.-4P.M.

**the
Sumter ITEM**

FEATURED ACTIVITIES

- * Photos with Santa
- * Crafts
- * Holiday Reading Corner
- * Food
- * Christmas Vendors
- * Local Choirs
- * And more!

Santa • Vendors • Food • Music • Crafts





FOOD VENDOR FORM

Company Name: _____

Vendor Name: _____

Contact Info: (Name\Email) _____

Phone: _____ Number of Booths Needed: _____

Are you a 2026 Best of Sumter Winner?: Yes ☐ No ☐

Total Price:\$ _____ Signature: _____ Date: _____

Vendor Notes

- All South Carolina Department of Agriculture rules must be followed.
- This is an outdoor event. Please plan accordingly for weather.
- Only items listed on the menu submitted with your application may be sold.
- All exhibitors must be approved and are responsible for obtaining their own business license
- Item Staff cannot provide personnel to help with set-up or break-down.
- Only one vehicle will be allowed per vendor
- Must be DHEC compliant
- Applicant hereby indemnifies the Sumter Item, its members, subsidiaries, and their affiliates in the event of loss or damage to goods and/or personal injury.
- The Sumter Item reserves the right to refuse entry to any vendor
- No pets allowed. Service animals are exempt.
- This is a child-friendly event. No explicit or profane materials permitted.
- If you are selling merchandise, food, you must have a permit from Sumter City-County Business License office - (803) 774-1601 and SCDOR Retail License (SC DOR Form 111).
- Setup will take place from 8-10:30 am on Dec.12th.
- Vendors need a Certificate of Insurance (COI)
- All vendors must be properly licensed to include a South Carolina Retail License. Proof will be required upon check-in at the Festival.
- South Carolina Department of Agriculture may inspect and permit each vendor. You will also be checked for your Sumter Business License and South Carolina Retail License.
- A full menu with prices must be displayed at all times
- No disposal of any products (including water) is allowed
All items brought in should be taken out of the grounds.
- Electricity is not provided

FOOD TABLE
\$50 PER BOOTH

**CONTACT
A SALES
REP!**

advertising@theitem.com

**the
Sumter ITEM**

FOOD VENDOR LICENSES

City of Sumter Business License

- All exhibitors are responsible for obtaining or providing their own City of Sumter Business License
- If you have an existing license for City of Sumter, please have a copy for display
- If your business is outside of the City of Sumter, you will need to get a City of Sumter Business License to participate
- Licenses must be shown at event check-in
- If you are applying for a business license, allow 5-7 business days for processing
- You do not need a License if you are only handing out promotional items and will NOT be making sales
- South Carolina Department of Agriculture may inspect and permit each vendor. You will also be checked for your Sumter Business License and South Carolina Retail License.
- When submitting a Mobile Food Vendor Business License Application & Clearance form, the following documents must also be submitted: 1. Copy of SC Department of Agriculture Food Inspection certificate 2. Copy of completed SLED CATCH background check 3. Interior & Exterior photos of the food truck/mobile vending unit 4. Property Owner Permission to Operate a food truck/trailer form 5. List of foods to be sold/menu
- View <https://www.sumtersc.gov/business-license> for all relevant details

South Carolina Department of Revenue License

1. If you sell your products anywhere other than at craft shows, events, or festivals, including online sales, you will need a Retail License (\$50) as described above.

Visit SCDOR for more details and to determine the type of license you require and see chart below.

- Licenses must be shown at event check-in
- When applying, allow 5-7 business days to get license response

City of Sumter Business License Info



Mailing Address: P.O. Box 1449 Sumter, SC 29151
Physical Location: 12 W. Liberty St., Sumter, SC 29150
Phone: (803) 774-1601 Fax: (803) 774-1688
Email: businesslicense@sumtersc.gov

sumtersc.gov/business-license
View application and details

South Carolina Department of Revenue



tiny.cc/d02t001
View application and details

Dates to Know

Nov. 12 - Last day to reserve your vendor space

Dec. 12 - Event day. Setup from 8:30-10:30 a.m.

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