



# Eastern Carolina BBQ Throw Down

## Non-Profit Vendor Application October 25, 2025



### CONTACT INFORMATION

Company Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### SALE ITEMS

Please list the details of your Non-Profit. Attach any other supporting business information to this application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**There will be a \$50 fee if registering after the deadline of October 3, 2025**

### HOURS OF OPERATION

Saturday, October 25 – 11:00am to 6:00pm  
Vendors can begin setting up at 8am and must be set up by 10am.

### **DEADLINE FOR ENTRIES IS OCTOBER 3, 2025**

Limited spaces are available so please make sure to have your application and fee in before the deadline. You will receive email confirmation once you are approved.

### FEES

| Item                   | Fee  | Quantity | Subtotal |
|------------------------|------|----------|----------|
| 10'w x 10'd space      | \$25 |          |          |
| Late fee               | \$50 |          |          |
| <b>TOTAL ENCLOSED:</b> |      |          |          |

### PAYMENT INFORMATION:

|                                |                       |
|--------------------------------|-----------------------|
| <b>Payment Method (circle)</b> | <b>Payment Amount</b> |
| Check                          | \$ _____              |
| MasterCard                     | Checks payable to:    |
| Visa                           | City of Rocky Mount   |

Name on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

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

**Waiver of Liability:** In consideration of your accepting this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against the Eastern Carolina BBQ Throw Down, City of Rocky Mount or the Kansas City Barbeque Society, their representatives, successors, and assigns, for any and all injuries suffered by me in this event. Further, I hereby grant full permission to the Eastern Carolina BBQ Throw Down, the City of Rocky Mount and/or agents authorized by them, to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose.

I agree to the terms of the Waiver of Liability, and the 2025 Eastern Carolina BBQ Throw Down Rules and Regulations.

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

**RELEASE MUST BE SIGNED OR THIS ENTRY WILL NOT BE ACCEPTED.**

# **EASTERN CAROLINA BBQ THROW DOWN COMMERCIAL VENDOR APPLICATION INFORMATION**

## **No Refunds**

The Eastern Carolina BBQ Throw Down will occur rain or shine.

## **Application Process**

Include the following:

1. Payment must be included with application.
2. Make sure to sign and date the Waiver of Liability on application.
3. Make checks payable to: **City of Rocky Mount**

Incomplete applications will be returned. Call or e-mail with any application questions.

Mail applications to:

City of Rocky Mount  
Parks & Recreation  
Eastern Carolina BBQ Throw Down  
P.O. Box 1180  
Rocky Mount, NC 27802-1180

*Upon receipt of the items listed above, Eastern Carolina BBQ Throw Down will send you a confirmation email.*

## **Contact Information**

Jamel Pitt  
(252) 972-1159  
jamel.pitt@rockymountnc.gov  
www.downtownrockymount.com

## **Sale Items**

Please include a detailed list of what you wish to offer for sale.

## **Electricity**

Electricity is not available.

## **Vehicle Parking**

Vehicles may not be parked in vendor space or festival area. Free parking is available near festival.

## **Local Accommodations, Dining & Other Rocky Mount Information**

If you need accommodations, please visit our website at [downtownrockymount.com](http://downtownrockymount.com) for information on preferred hotels with negotiated group rates for this event.

## **Check-In**

Information about check-in will be sent to you closer to the festival.