



VILLAGE of MONEE FALL FEST

SEPTEMBER
9th - 11th, 2016

5130 W COURT ST
MONEE, IL 60449
708-534-8301

— 2016 FOOD/BEVERAGE VENDOR FORM —

Vendor Name: _____ Office: _____ - _____ - _____

Contact Person: _____ Cell: _____ - _____ - _____

Address: _____ Fax: _____ - _____ - _____

Address: _____ Other: _____ - _____ - _____

City/State/ Zip: _____

Website: _____ email: _____

VENDORS WILL BE ALLOWED ONLY TWO (2) EXCLUSIVES – I AM REQUESTING TO SELL THE FOLLOWING:

- 1) _____ 2) _____ 3) _____ 4) _____
- 5) _____ 6) _____ 7) _____ 8) _____

In order to avoid redundant items, please limit your products to those common to your normal business. We reserve the right to reject identical or similar product or vendor entries.

*Please Note: The Carnival Company has the Exclusive rights to sell Cotton Candy, Sno-Cones, Lemon Shake Ups
There is no exclusive to Water or Soft Drinks. Vendors may not sell any alcoholic beverages.*

1. **Cost:** In an effort to keep the entry cost affordable, we have reached the following arrangement. The cost of the vendor space will be **\$400.00** which is payable on or before August 1, 2016. Those vendors that currently have a Monee Business License will receive a **\$200** discount.
2. **Booth:** The Village of Monee ("Village") will provide you a 10' x 10' space. Please make sure that everything will fit neatly within the space being reserved to avoid additional charges. *Additional space will be available at \$100 per extra 10' x 10 increment.*
3. **Tent/etc:** Tent/Table/Chairs will **NOT** be provided by the Village. Vendors must bring their own.
4. **Electric:** The base price of the booth includes a 20 amp circuit. Additional electricity can be ordered in advance for **\$50 per an additional 20 amp circuit**. Personal generators will not be allowed. *All electrical needs must be submitted with this application. This includes specialty plugs etc.*
5. **Payment:** The full prepayment is due on or before August 1, 2016 in order to make the event reservation. Cash, Money Order, or Cashier's Check will be the only forms of payment accepted. Vendors will be on a first come first serve consideration. Make checks payable to: **Village of Monee**.
6. **Health Rules:** All vendors must be registered and obtain a temporary food vendor license with the Will County Board of Health before they will be allowed to participate in Fall Fest. Please contact Amanda Musgrove at 708-534-5757 for more details.
You, your employees and agents shall be solely responsible for complying with all local, county and state health requirements and inspections. The Village will NOT be responsible for any losses or damages sustained by you if your booth is closed due to health or safety violations. No refunds will be given if the Health Inspector closes your booth. Grease disposal cans must be used. No Grilling Under Tent Area. Fire Extinguishers are required.



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7. **Fire Rules:** You, your employees, and agents shall be solely responsible for complying with all Village and State fire codes. The Village will not be responsible for any losses or damages sustained by you if your booth is closed due to fire or safety regulation violations. No refunds will be given if the Fire Marshall shuts your booth.
8. **Clean Up:** You, your employees and agents will use your best efforts to keep the area around your booth free of all debris. Failure to comply may result in the cancellation of this Agreement and the termination of your privileges hereunder.
9. **Indemnification:** You agree to indemnify and hold harmless the Village, its officers, agents, and employees from any and all claims or law suits for injury; and or damage arising out of or from activities of you, your employees and your agents at the Monee Fall Festival. This is not limited to the sale of food, drink, or other products.
10. **INSURANCE:** On or before August 15, 2016, you shall provide the Village with a current certificate of insurance for workers compensation, automobile and general liability insurance issued by an insurance company approved by the Village, in a form and amount acceptable to the Village and naming the Village as an additional insured. Please include your agents, name & phone number for verification.
11. **Misc.** Please be advised no one is allowed to remain on the grounds overnight. No vendor will be allowed to change prices. Prices must be **clearly visible** to the public at all times.
12. **Products Sold:** You agree to sell ONLY the specific items as submitted on this form and ONLY upon receiving written acknowledgement and acceptance of those items being approved for the final list. Food Vendors are allowed only two (2) exclusives.
13. **Vendor Meeting:** **Food Vendors will be required to attend a Food Vendors meeting on Tuesday, August 23rd at 5:30 pm at Monee Village Hall 5130 W. Court St. Monee.**
14. **Reservation:**
- | | | |
|--|------------------|--|
| Base price for 10' x 10' vendor space reservation | \$400 | |
| ADD ON-space: quantity of extra 10' x 10' spaces | _____ x \$100 | |
| ADD ON-electric: total quantity of 20 amp circuits | _____ x \$50 | |
| | Sub total | |
| DEDUCT-license: <i>Business with current Monee business license</i> | less \$200 | |
| | TOTAL | |

By participating in the Monee Fall Fest, you agree to provide proof of insurance naming Village of Monee "Village" and Crete-Monee School District 201U "School District" as additional insured. Furthermore, you agree to indemnify and hold harmless the Village and School District along with their elected or appointed officials, employees, volunteers, sponsors and vendors from any and all claims, demands, losses, lawsuits and/or damages.

If you have any questions contact Mary Jo Vincent, MVincent@VillageOfMonee.org 708-534-8302. Sign and return along with full payment made payable to **Village of Monee, attention: Fall Fest, 5130 W Court St, Monee, IL 60449.**

Signature: _____

Date: _____

Printed Name: _____

Title: _____



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Electrical & Power Needs

Please list all equipment you will be using at Fall Fest. Include all freezers, cash registers, lighting, blenders, anything requiring electric. Please list the amperage & voltage of each item

1. _____ Amps. _____ Voltage _____
2. _____ Amps. _____ Voltage _____
3. _____ Amps: _____ Voltage _____
4. _____ Amps. _____ Voltage _____
5. _____ Amps. _____ Voltage _____
6. _____ Amps: _____ Voltage _____
7. _____ Amps. _____ Voltage _____
8. _____ Amps. _____ Voltage _____
9. _____ Amps: _____ Voltage _____
10. _____ Amps. _____ Voltage _____
11. _____ Amps. _____ Voltage _____
12. _____ Amps: _____ Voltage _____