



Festival Food Vendor Application

Strawberry Jazz Festival—Sunday, June 3, 2018



Fall Art Stroll— Sunday, September 9, 2018

These Family Festivals present the talents of our local and regional artists, crafters, and museums plus sweet desserts, sauces, etc. to align with the theme (strawberries or fall).

Presented By: **The Community Arts Council Of Kankakee County**

www.communityartscouncil.org

Please Completely Fill Out The Following and Return by: April 2, 2018 (late applications will not be accepted)

Business Name: _____

Contact: _____ Phone Number: _____

E-Mail: _____ Mailing Address: _____

City: _____ State: _____ Zip: _____

Food Items To Be Served: (Requested (1) Strawberry Themed Item for Jazz Festival Menu)

We are going to supply two electric generators to avoid any problems. Please let me know what your electric needs are below.

_____ Voltage: _____ Amps: _____

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***Food Vendors must comply with Kankakee County EPA/Health Dept. licensing and PROVIDE CERTIFICATE OF INSURANCE with Community Arts Council listed as additional insured. This is to be submitted with the booth fee.**

***To be accepted, submit *Complete Application, Fees, and Certificate of Insurance* to CAC, P. O. Box 603, Grant Park, IL 60940.**

(A limited number of food vendors will be accepted – only those submitting all documents and fees will be considered.)

PARTICIPATION POLICIES

BOOTH SPACE: All set up items (tents, chairs, tables, etc.) are the responsibility of the vendor. A 10x20 booth space will be given– if you need additional space you will have to purchase another booth at the food vendor booth fee (see below).

HOURS: 11:00AM—4PM Set up begins at 8 a.m. All vehicles must be unloaded, moved by 10:00AM, and booths ready for serving by 10:30AM Vendors must check in before setting up; you will receive your booth location upon check-in. If extra time is needed for booth set up, let us know and arrangements may be able to be made.

SECURITY: Vendors are responsible for their own equipment. CAC, the Strawberry Jazz Festival, and the Fall Arts Stroll are not responsible for any lost, damaged or stolen items.

COOKING: All on premise cooking must be done behind your booth space away from the customers.

Applications and Booth Fees must be submitted with the additional documentation required for food vendors as previously stated.

Use of Images: By participating in the CAC Festivals, vendors consent that their images may be used for CAC publicity including social media.

Payable to : Community Arts Council (Check or Money Order)

Send Payment to: Community Arts Council
 PO Box 603
 Grant Park, IL 60940

I will be participating in:		10x20 Booth Spaces
<input type="checkbox"/> Strawberry Jazz Festival	\$195	_____
<input type="checkbox"/> Fall Art Stroll	\$135	_____

*Food Vendor Booth Fee per event (please mark selections above & indicate amount of space you will be purchasing)
Each Vendor Booth Space is 10x20 area at cost indicated above.

Amount Due \$ _____ please enclose full payment

Set-up Starts at 8:00a.m. on the day of the event

Must be completed and ready by 10:30AM– If you arrive after 9:45AM you will not be allowed to set-up booth & no refund will be issued. Vehicles must be off festival grounds & parked in designated event vendor parking area by 10:00AM.

NOTE : NO ONE WILL BE ALLOWED TO SET-UP AFTER 10:00A.M. NO REFUND WILL BE ISSUED

NO REFUND WILL BE ISSUED AFTER April 2, 2018(50% REFUND PRIOR TO April 2, 2018)

Full payment and all documentation must be received before space will be assigned. Due to limited space, you will be notified if you have been accepted or declined. (If declined, all Fees will be returned to you)

PLEASE READ AND AGREE BY SIGNING BELOW:

Signature _____ Date _____

Print name _____

For additional information, contact
Scott at 815-465-2288.



Community Arts Council of Kankakee County
Connecting the Arts to the Community
P.O. Box 562 • Kankakee, IL 60901
815-933-ARTS • www.communityartscouncil.org