

2021 MANTENO OKTOBERFEST FOOD VENDOR APPLICATION

MAIN STREET, MANTENO

SEPTEMBER 23-26

Return application to:
Manteno Oktoberfest
Food Vendor Application
98 E. Third St.
Manteno, IL 60950

HEAD CONTACT: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: _____ EMAIL: _____

WHAT ITEMS WILL YOU SELL? WHAT PRICE? Please list your items and price of each and attach to this application. **This list is required.** Please be specific. Each vendor is limited to seven (7) items. Only items on the document and approved may be sold at the festival. Beverages do not count as a food item.

Items not allowed: corn dogs, cotton candy, popcorn or funnel cakes.

BOOTH SPACE

10'dx20'w _____ \$500 _____ \$350 Chamber member _____ Total booths

SETUP DAY _____ THURSDAY _____ FRIDAY **DAY YOU WILL BEGIN SALES:** _____ THURS. _____ FRI.

Electricity Required (cost included in booth space fee):

_____ 220v _____ 110v _____ 20 amp _____ 30 amp _____ 40 amp _____ 50 amp _____ 60 amp _____ 70 amp _____ 80 amp

Security deposit: \$100 (returned upon final inspection)

All items listed must be included for your application to be complete. Application must be received before August 5, 2021 for approval. Only complete applications will be considered. All vendors will be notified by August 12, 2021.

_____ Manteno Oktoberfest Food Vendor Application

_____ Acknowledgement of Manteno Oktoberfest Rules and Regulations

_____ Certificate of Insurance (REQUIRED)

_____ Payment of security deposit, booth space and additional requirements as listed above

The undersigned has read the rules and regulations, which are part of this contract, and by signature below agrees to adhere and abide by all the terms and conditions outlined in this contract. This agreement shall be construed pursuant of the laws of the State of Illinois.

Print Name _____ Signature _____ Date _____

Contact Rebecca: mantenooktoberfestfoodvendors@gmail.com or 815-671-1057 with questions.

2021 DATES/TIMES/FEES

MANTENO OKTOBERFEST
MAIN STREET, MANTENO
SEPTEMBER 23-26

SET UP INFORMATION:

FOOD VENDORS

Vendors may choose to arrive either Thursday or Friday. Food sales may begin Thursday at 5pm or Friday at 2pm.

Thursday, September 23

8-10am.... All food vendors serving food from trailers must arrive with trailer set up complete by 10am. (Areas must be covered until food sales begin at 5pm on Thursday.)

10am.... All other food vendors may arrive. (Areas must be covered until food sales begin Thursday at 5pm or Friday at 2pm.)

Noon.....Kankakee Health Department inspections begin.

Friday, September 24

8-10am... All food vendors serving food from tents must arrive with set up complete by 10am.

Noon.....Kankakee Health Department inspections begin.

Please enter festival at Division and Main Streets. Unload in a timely manner and remove your vehicle at Third and Main Streets. No one will be allowed to park on Main Street.

FOOD VENDOR HOURS OF OPERATION:

Thursday, September 23.....5pm-10pm (*optional*)
Friday, September 24.....2pm-11pm
Saturday, September 2512pm-11pm
Sunday, September 26.....12pm-5pm

OKTOBERFEST HOURS OF OPERATION:

Thursday, September 23.....5pm-10pm
Friday, September 24..... 2pm-11pm
Saturday, September 2512pm-11pm
Sunday, September 26.....12pm-5pm

BOOTH INFORMATION:

Food Vendors

10'dx20'w Non-Member.... \$500 (+ \$100 deposit)
Chamber \$350 (+\$100 deposit)

Electric is included with the price of the booth

Questions: Contact Rebecca mantenooktoberfestfoodvendors@gmail.com or 815-671-1057

2021 FOOD VENDOR RULES AND REGULATIONS

MAIN STREET, MANTENO

SEPTEMBER 23-26

Please complete the application form and submit required documents with a return date no later than August 5, 2021. All booth spaces will be reserved on a first come, first served basis with restrictions to types of foods served.

Permits and Insurance Certificates

- **Temporary Food Service Establishment License**
 - It is the vendor's responsibility to obtain the proper Kankakee County Health Department permits. Please visit them online at www.kankakeehealth.org. Kankakee Health Dept. Licenses 2390 W. Station St. Kankakee, IL 60901 (815) 937-3560
 - Kankakee County Health Department permits must be displayed in your booth during festival hours of operation. There will be no refunds of application fees if your license is revoked at any time during the fest.
- **Certificate of Insurance**
 - It is the vendor's responsibility to provide a Certificate of Insurance verifying current Commercial General Liability (including product and completed operations liability) with a minimum line of \$1,000,000 per occurrence.
 - Certificate of Insurance must include the following insured's for this event:
 - The Village of Manteno
 - Manteno Oktoberfest, Inc.

Certificate of Insurance must be returned with your application

Rules and Regulations

- The Manteno Oktoberfest Committee and the Village of Manteno will not be held responsible for any loss of goods or damage to property, or be responsible for any injuries to vendors.
- The Manteno Oktoberfest Committee reserves the right to reject any application request. Full payment will be returned with any rejected application.

- All vendors will receive a notice of acceptance or denial of requested space from the Manteno Oktoberfest Committee.
- All vendors must have a #10 fire extinguisher on sight in order to sell hot food.
- Food vendor spaces are 10'dx20'w.
- All vendors must furnish their own shelter, tables, chairs, extension cords and water hoses. All equipment **must fit inside your booth space**.
- Vendors will furnish their own beverages to sell, if desired. Water will be available from a spigot for general use.
- Vendors may sell only items approved in their applications.
- Supply trailer parking is strictly prohibited on Main Street or within boundaries of festival.
- For food vendors using trailers, only one trailer per business with side service window unless otherwise approved by Manteno Oktoberfest Committee.
- There will be no refunds for cancelling any application.
- There will be no refunds for inclement weather.
- You may NOT sell corn dogs, cotton candy, popcorn or funnel cakes.
- Grease disposal is your responsibility. Do not use garbage cans or port-a-potties.
- Disposal of trash in the public garbage cans is strictly prohibited. Dumpsters will be provided and are located on east side of festival.
- Failure to comply to any of the above will result in loss of deposit.

The undersigned has read the rules and regulations, which are part of this contract, and by signature below agrees to adhere and abide by all the terms and conditions outlined in this contract. This agreement shall be construed pursuant of the laws of the State of Illinois.

Print Name _____

Signature _____

Date _____

