

2021 MANTENO OKTOBERFEST STREET VENDOR APPLICATION

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

MAIN STREET, MANTENO
SEPTEMBER 23-26

VENDOR APPLICANT: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: _____ EMAIL: _____

BOOTH SPACE

10'dx15'w _____ \$150 _____ \$75 Chamber member _____ \$25 Nonprofit _____ Total booths

Returning vendor? ___No ___Yes: (If Yes, do you wish to set up on Thurs. 9/24? ___No ___Yes)

Do you require electrical hookup? Yes___ No___ (If yes, you will need to bring 20ft ext. cord)

WHAT ITEMS OR PRODUCTS WILL YOU SELL? *Please list your items below or attach list to this application or provide a general description of your product. We reserve the right to refuse the sale of certain items)*

ITEMS/PRODUCTS SOLD: _____

All items listed must be included for your application to be complete. Application must be received before August 26, 2021 for approval. Only complete applications will be considered. All vendors will be notified by September 9, 2021. *We reserve the right to limit booth spaces to 1 (one) 10x15 depending on availability.*

- _____ Manteno Oktoberfest Street Vendor (non-food) Application
- _____ Acknowledgement of Manteno Oktoberfest Rules and Regulations
- _____ Certificate of Insurance **(REQUIRED)**
- _____ Payment of booth space and additional requirements as listed above

Amount enclosed: \$ _____

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 _____

Questions? Contact Laura at mantenooktoberfeststreetvendor@gmail.com or (815) 370-0124

2021 DATES/TIMES/FEES STREET VENDORS (NON-FOOD)

MAIN STREET, MANTENO

SEPTEMBER 23-26

SET UP INFO

STREET VENDORS (Non-Food items)

Thursday, September 23 **(returning vendors only; must be approved by committee prior to acceptance)**

Friday, September 24 **ALL VENDORS MAY SET UP**

Saturday, September 25 (If setting up Saturday, you must have set up complete by 11am)

Set up start time: 9:30 amAll street vendors must have set up complete at least 2 hours before fest opens; no vehicles will be allowed in festival area after that time frame.

Please enter festival at Division and Main Streets OR at alley off of First Street to the Square on Second. Unload in a timely manner and remove your vehicle at Third and Main Streets. No one will be allowed to park on Main Street.

STREET VENDOR HOURS OF OPERATION

Thursday, September 23.....5-9:30pm (optional)

Friday, September 24.....2pm-8pm (optional)

Saturday, September 25.....12pm-8pm

Sunday, September 26.....12pm-5pm

OKTOBERFEST HOURS OF OPERATION

Thursday, September 23.....5pm-10pm

Friday, September 24..... 2pm-11pm

Saturday, September 25 12pm-11:30pm

Sunday, September 26..... 12pm-5pm

BOOTH INFORMATION:

Street Vendors (Non-Food)

10'dx15'w Non-Member.... \$150

Chamber \$75

Nonprofit..... \$25

Electric *is* included with the price of the booth.

MANTENO OKTOBERFEST

2021 STREET 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 26, 2021. All booth spaces will be reserved on a first come, first served basis and by the discretion of the committee.

Insurance Certificates

- **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.
- Street vendor spaces are 10'dx15'w.
- **Vendors may not pack up and depart during general festival hours.**
- Location requests are considered but not guaranteed.
- All vendors must furnish their own shelter, tables, chairs, extension cords, and water hoses. All equipment must fit inside your booth space.
- Vendors may sell only items approved in their applications.

- Supply trailer parking is strictly prohibited on Main Street or within boundaries of festival.
- There will be no refunds for cancelling any application.
- There will be no refunds for inclement weather.
- There is a maximum 10 amps electric/110v per booth space where electricity is available. Vendor must provide damage-free, grounded extension cord rated for outdoor use.
- Absolutely no electric space heaters allowed.

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 _____