

## BURGOO FOOD VENDOR APPLICATION

The final deadline for submission of this application is September 15<sup>th</sup>, 2023

Event on October 7th & 8th, 2023

## Contact info

Business Name	Contact Person					
Street Address		Email _				
			Phone			
Facebook		Website				
What kind of food do yo	u sell?					
Question 1: Are you a N	ew Vendor o	r Returnina Vei	ndor ?			
-	s who apply before June 1 <sup>st</sup>	will retain their pro	eferred booth location from the previous year. After June			
Question 2: Do you need	l access to electricity	?				
Do you need	110V or 220V	?				
If you need 2	110V, how many outlet	s do you requir	re?			
What ampe	rage will you be using _	?				
If power is u	navailable, are you abl	le to bring a ge	nerator?			
What size spo	ot will you be needing?	Traile	er or free standing set up?			
Please note: Electricity can be	made available to most two	-day vendors. The	option for electricity is very limited for one-day vendors.			
Question 3: <i>Do you need</i> Please note: Water supply is n			os available.			
	Scheduling O	otions & Rates	(circle choice)			

Saturday & Sunday \$600

Sunday-only \$300

Setup: 12pm to 3pm Friday Festival Hours are 11am to 6pm on Sat & 9am to 5pm on Sun

Setup: 6am to 7:30am Sun morning Festival Hours are 9am to 5pm on Sun Method of Payment (select below)

Cash	<b>Check</b> (p	ayable to LCHS)	Credit Card (complete section below)		
Credit Card Purchase Agr	reement				
Cardholder Name:	Card Number:				
Expiration Date:	Security Code:	Amount: \$	Cardholder Zip Code:		
•	ge for the rental of a Vendor Space corical Society (by cash, cashier's chec	° ,	the Card Company, after the initial authorization, for any reason, ount within 10 days of notification.		

## Vendor Guidelines & Agreement

Signature of Cardholder:

Please note that qualifications and limitations placed on vendors come as the result of the LaSalle County Historical Society (LCHS)'s desire to encourage homemade skills and crafts, to feature quality antiques, treasures, and collectibles from the past, and to remove material that is offensive to the visitors and the hosting community.

Date:

- Rented space is for the business owner's use only and may not be subleased to any other person or business without prior written permission from the Burgoo Festival Committee at the LaSalle County Historical Society.
- Preference is given to repeat vendors, residents of LaSalle County, and to vendors with genuine homemade "Old Time" items.
- NO WEAPONS OR EXPLOSIVES OF ANY KIND ARE ALLOWED
- Vendors are expected to provide their own insurance. Under no circumstances shall LCHS be liable for any direct, indirect, incidental, special or consequential damages resulting from any incident occurring at the Event.
- Vendors need to include a current LaSalle County Health Department food license (815.433.3366) with this application and have it on display during the Event in order to participate.
- All vendors must un/load their vehicle as quickly as possible. Vehicles must be parked as close to vendor spaces as possible so that other vendors may pass through. Un/packing and staging will take place after the vehicle has been moved to a parking area.
- Displays within the designated areas are not to block vehicle or pedestrian traffic. Please be respectful of local property owners and residents. No parking near vendor booth.
- Vendors are responsible for keeping spaces clean. Vendors' spaces are to be open and manned during Event hours. After the event, there will be a final clean up. Your space must be cleared by 6pm, when the streets are washed and opened to traffic.
- No protection from rain, wind, etc. is provided, except for vendors inside the Canal Market. Please bring some personal protection with you. No tables or display equipment is provided. Vendors are responsible for furnishing their own exhibit props.
- Vendors who are not accepted will have their fee returned. Accepted vendors will not be granted a refund after 9/1/2023. Refunds for late
  cancellations will be considered depending on the reason for cancelation and its effect on the Event. We Reserve the Right to Accept or Deny
  any Vendor.
- State sales tax must be paid according to IRS provisions. This is the responsibility of the vendor. Utica's rate is 7%

I have thoroughly read the letter and guidelines for LCHS Vendors and agree to comply with all the terms, and to sign and abide by the liability disclaimer attached. I further understood that I may not sub-lease, sell or give away this space without written permission from the Festival Committee. An extra fee may be charged if I exceed my assigned space. I will maintain a neat and attractive booth within my designated area, and I will prominently display the Vendor Permit at all times. I will be responsible for cleaning my area thoroughly after I close. I will try to carry out the heritage theme of the Event being presented by the LaSalle County Historical Society.

Date	Signed				
		Signature Required	and	Printed Name	
	nty Historical Society, its emplo			m any cause on the premises of the s from any liability for such loss, injury	
Date	Signed				
		Signature Required	and	Printed Name	
Return Form by	September 15th via	:			
Regular Mail (w/ check)		or	or <i>Electronically (w/ credit card)</i>		
LaSalle Count attn: Events	y Historical Society		events@lasallecountyhistoricalsociety.org		
PO Box 278 -	Utica, IL 61373				

## **Questions?**