



Festival Food Vendor Application

Strawberry Jazz Festival—Sunday, June 4, 2017

Fall Art Stroll— Sunday, September 10, 2017



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 Inc. Of Kankakee County**

www.communityartscouncil.org

Please Completely Fill Out The Following and Return by: April 1, 2017 (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)

Indicate if you need electricity : YES NO **(Additional Charge \$45)**

If Yes: description of equipment LIMITED ELECTRIC AVAILABLE

_____ 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 562, Kankakee, IL 60901.**

(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 12x12 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: 11:00 a.m.—4p.m. Set up begins at 8 a.m. All vehicles must be unloaded, moved, and booths ready for serving by 10:30 a.m. 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, Inc.
 PO Box 562
 Kankakee, IL 60901

I will be participating in:

12x12 Booth Spaces

☐ Strawberry Jazz Festival \$120 _____

☐ Fall Art Stroll \$100 _____

***Food Vendor Booth Fee per event (please mark selections above & indicate amount of space you will be purchasing)**

Each Vendor Booth Space is 12x12 area at cost indicated above.

Electricity Fee per event \$45.00 \$_____ total due for electricity

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 10AM 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 10:30AM.

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 1, 2017 (50% REFUND PRIOR TO March 31, 2017)

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