



Plainfield Fest 2009

Thank you for your interest in Plainfield Fest 2009. The dates for this year's fest are July 17, 18 & 19, 2009. Enclosed is our Vendor Food Booth Application. Kindly return the application **filled out completely along with the appropriate fees.**

Location: Food and beverage booths will be located on Des Plaines Street between Lockport Street and Chicago Street

Dates: Friday, July 17 4:00 PM—12:00AM*
Saturday, July 18 10:00 AM—12:00 AM*
Sunday, July 19 12:00 PM—6:00 PM
*Scheduled events of the Fest will continue until midnight on Friday and Saturday. All concessionaires are invited to remain open until midnight on these nights.

Food booths will be set up on Thursday, July 16 at 7pm **ONLY**...powered up Friday.

Fees: \$250 for a single 10' X 10' space for Non-Partners OR
\$125 for a 10' X 10' space for Current Partners of \$100 level or more as of 7/17/09
\$250 for each additional 10' X 10' space needed
\$50 Clean-up Deposit (will be refunded by mail after area is checked and approved by Fest Committee)
\$100 for each 110V outlet
\$200 for each 220V outlet
\$20.00 for any NSF Check received

Deadlines: **Last day applications will be accepted:
June 19, 2009**

No refunds will be awarded after June 19, 2009
\$30.00 Late Fee for all applications submitted after June 19, 2009
Notification of acceptance or rejection: June 29, 2009

Requirements:

1. Each booth must have a legible identification sign. A list of items for sale and their prices must be posted. If you do not have a list posted, you will be asked to close down for the remainder of Plainfield Fest '09 and will forfeit your money.
2. All concessionaires must comply with the regulations of the Will County Health Department. Each concessionaire must apply for the required Will County Health Department Permit and obtain the required license before being allowed to sell any items. All concessions must be equipped with fire extinguishers.
3. **Each concessionaire must provide the MainStreet office with a Certificate of Insurance with your business name listing MainStreet Plainfield, Inc. as a Certificate holder OR sign the enclosed waiver.** If we have your Certificate of Insurance from Spring Fest 2009, you do NOT need to provide one for Plainfield Fest.



Requirements:

4. Electrical work is the concessionaire's responsibility inside their booth. No large coils of extension cords are allowed and **cords must be approved by the Fest Electrician**. All vendors need to have 12/3 with ground UL approved commercial grade cords. No more than 15 amps per cord. All cords must be covered with rubber mats and you should bring at least 150 feet of cord.
5. Those requesting water hook-ups **must supply their own 100 foot food grade hose**.
6. Booths may be left overnight but the concessionaire is responsible for any accidents, damages, or thefts.
7. Concessionaires are responsible for keeping the booth area clean and free of litter. The **fest dumpster will not be available until 5:00 PM on Friday, July 17th** due to location restrictions. However, limited garbage cans will be available. Use of any dumpster other than the one labeled fest dumpster is prohibited. Break down all cardboard boxes.
8. Each concessionaire must **enclose color photographs** showing the entire booth with this application. (Not needed if provided for Spring Fest 2009)
9. There are to be absolutely **NO ALCOHOLIC BEVERAGES ALLOWED** in booths.

MainStreet Plainfield, Inc. reserve the right to be selective to assure quality and diversity. Booth location will be assigned by the fest committee. MainStreet Plainfield, Inc. shall act as the authoritative agency of all Fest activities. **No applicant will be accepted without these rules followed. Include a stamped, self-addressed business envelope for return of your photos and confirmation of your space.**

Please send the following to the MainStreet Plainfield, Inc. office by Friday, June 19, 2009:

1. Completed Application
2. Full payment
3. Certificate of Insurance (unless we have one from Spring Fest 2009)
4. Proof of Payment for Temporary Food Booth Permit from Will County Health Department
(Paid directly to Will County Health Department)
5. Photos of your food/beverage booth/trailer (Not needed if provided for Spring Fest 2009)
6. **A SELF-ADDRESSED, STAMPED BUSINESS SIZE ENVELOPE**

Please mail application and payment made payable to MainStreet Plainfield, Inc. to:

MainStreet Plainfield, Inc.
Attn: Spring Fest Chairperson
24044 W. Lockport Street
Plainfield, IL 60544



Plainfield Fest 2009 Vendor Food Booth Application Form

Fri., July 17th, Sat., July 18th, and Sun., July 19th

Application and payment must reach us by Friday, June 19, 2009. All applications are subject to approval by fest committee. We will return application fees if you are not selected to participate.

FEES

10' x 10' Booth & Non-Partner	\$225.00 each
10' x 10' Booth & Current MainStreet Partner* (\$100 Partner or more & must be current member as of 7/17/09)	\$100.00 first booth
Each Additional Booth	\$225.00
Electrical Fee	\$100.00 <i>For each 110V outlet</i> \$200.00 <i>For each 220V outlet</i>
Clean-Up Deposit	\$ 50.00
<small>(Clean-Up deposit will be refunded by mail after area is checked and approved by Fest Committee)</small>	
Late Fee for all applications submitted after June 19th	\$ 30.00

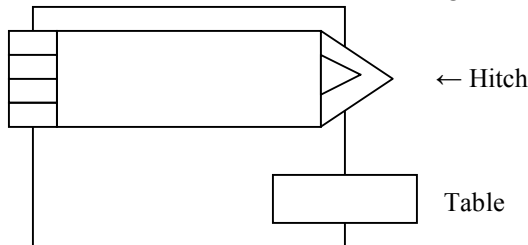
Business _____	
Contact Person _____	Phone _____
Address _____	
City _____	State _____ Zip _____
Fax _____	Email _____

Number of Booths Desired: _____ Will you have a trailer or tent? Circle one.
MainStreet Plainfield, Inc. does not supply tents or tables. Village requires all tents to be Secured down using sand bags or cement blocks.

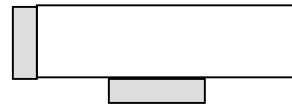
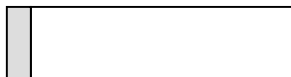
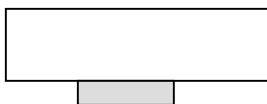
If your tent, trailer or wooden enclosure extends larger than your 10' x 10' booth space (this means awnings, tables, trailer hitches, grills, signs, etc) you must rent more than one 10' x 10' space. Please measure your trailer or tent before completing this information.

10' x 10' space

Awnings →



Where is your serving window located? (Please circle one)





Electrical

Will you need electricity? YES or NO

How many 110V outlets are needed? One or Two

How many 220V outlets are needed? One or Two How many total AMPS are needed? _____AMPS

What are you plugging in? _____

We will provide only the amount requested—no exceptions!

Vendors are responsible for own equipment necessary to hook up to distribution box **

Must Complete

List menu items that you would like to sell from your space(s). Please be very specific. All items must be listed. If you are chosen, you will be given a list of items you may sell from your menu. If you do not follow this list, you will be asked to close down for the remainder of the Fest 2009 and will forfeit your money. We will let you know in your return confirmation what has been approved by the fest committee.

Water Hook-Up

Will you need water Hook-Up? YES or NO

**** Vendors must bring own hose to hook-up to water source ****

I understand that MainStreet Plainfield, Inc., which is a non-profit organization, is released from any and all liability (including lawsuits) in the event of accidents, fire, damage, inclement weather, theft, or for any other reason. Failure to comply with the rules and reasonable requests of MainStreet Plainfield, Inc. will empower MainStreet Plainfield, Inc. to immediately dismiss me from the fest and forfeit the entrance fee.

Signature: _____ Date: _____

Total Fees:

Booth Fee: # of Booths _____ = \$ _____

Electrical Fee: # of 110V _____ = \$ _____

of 220V _____ = \$ _____

*Late Fee \$30.00 after June 19th = \$ _____

"Clean-Up Deposit = \$ 50.00

Total Amount Enclosed \$ _____

If you have any questions, please call 815-436-5510.

To honor and preserve downtown Plainfield's historical significance by maintaining a vital downtown community,