

# Red, White & Tunes Vendor Application

**SATURDAY, JULY 1ST, 2023 | 3PM - 11PM**

**Vendor Application Deadline: 06/01/23**

This event will be located outside in Gibson City's downtown. Sangamon Ave. will be blocked off between 8th & 9th

VENDOR BUSINESS NAME/ORGANIZATION \_\_\_\_\_ CONTACT NAME \_\_\_\_\_

PHONE \_\_\_\_\_ ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_

PRODUCTS TO BE SOLD/PRIMARY MENU ITEMS \_\_\_\_\_

We would like to offer a variety of foods to attendees while attempting to avoid duplications by multiple vendors. In an effort to ensure this goal is met, please list ALL of the menu items you wish to sell in your booth. We will review this list and if there are any duplicated items from already confirmed vendors, you will be notified to remove menu item from list.

**SPACE IS LIMITED. ALL VENDORS MUST BE APPROVED AND REGISTERED IN ADVANCE. SHOULD YOUR BUSINESS NOT BE APPROVED, YOU WILL BE NOTIFIED AND YOUR FUNDS WILL BE RETURNED.**

## TYPES OF VENDORS:

- A. **FOOD BOOTH & TRAILERS** - Vendors preparing or serving meals on site. Food vendors will provide a copy of their health permit and a certificate of liability insurance with their application. Food vendors will not be allowed to set up without proof of Ford County Health Permit – **NO EXCEPTIONS, NO REFUNDS.** Food Trailers will be set up on the corners of the block to allow unobstructed views of the entertainment.
- B. **SPECIALTY FOOD** - Those not serving meals (popcorn, pre-packaged baked goods, ice cream, cotton candy, etc.)
- C. **CRAFT, RETAIL, MISC 12 x 12 BOOTH** – Most products accepted (retail products, crafts, handmade, vintage, toys, household goods, pre-packaged food products, books, etc.). Home-based business booth space will be limited to one vendor per type of business. The first home-based business type to submit an application with payment will be accepted. The sale of guns, knives, and/or ammunition is prohibited.
- D. **NON-PROFIT MISC. 12 x 12 BOOTH** – Selling a product as a fundraiser (pre-packaged food product only); accepting donations; cause awareness or passing out information.

**BOOTH OPERATIONS AND ASSIGNMENTS:** Booths must be set-up on the sidewalks against the store fronts with room to allow foot traffic on the sidewalk in front of the booths and viewing of the entertainment without obstructions. Retail booths are assigned on a first come, first served basis. Booth spaces are 12' wide. If your business requires more space, you must purchase additional spaces. Food vendors with trailers and food booths must indicate their **TOTAL SPACE** needs on their application (including space for all trailers, tents, hitch, generators, tanks, storage, exterior tables, etc.). Food vendors are responsible for supplying their own equipment so as to operate safely, including generators, covering or taping down any hoses or extension cords, providing garbage cans for their booth use, etc. The city has sidewalk trash cans for visitor use.

**CANCELLATION POLICY:** Refunds will be issued if requested by June 14th. Mark's on First will serve as a backup venue if necessary due to inclement weather. Decision to move the entertainment indoors will be made by 10AM of event day. If the event is moved indoors, the vendors for the day will be cancelled.

**PROPERTY DAMAGE LIABILITY:** – Vendor agrees to pay for any damage by the vendor to any personal property, festival property, or City of Gibson property.



## **ACKNOWLEDGEMENT OF FESTIVAL RULES & REGULATIONS**

I acknowledge that the above Rules and Regulations have been received, read, and fully understood. I agree to abide by the stated rules and by the Ford County Health Department regulations as required. I understand that failure to comply with the with the 2023 Rules & Regulations and/or the Ford County Health Department regulations can result in refusal of Vendor Application

VENDOR BUSINESS NAME/ORGANIZATION \_\_\_\_\_ PRINTED NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**REGISTRATION AND PAYMENT:** Please return the completed application, & proof of insurance (needed by food vendors only) and payment made payable to Susie Tongate • 417 N State Street • Gibson City, IL 60936

## **PLEASE MARK WHICH DESCRIPTION FITS YOUR VENDOR STATUS:**

CRAFT/RETAIL/MISC 12' x 12' \$20 _____	SPECIALTY FOOD 12' x 12' (see rules) \$20 _____
NON-PROFIT CRAFT/RETAIL/MISC 12' x 12' (see rules) \$20 _____	FOOD BOOTH 12' X 12' (see rules) \$50 _____
PARTICIPATING RESTAURANT (To be Included in advertising) \$20 _____	FOOD TRAILER \$50 _____

**OFFICE USE ONLY:** Date Received: \_\_\_/\_\_\_/\_\_\_ Payment Received: \$ \_\_\_\_\_ Permit/Insurance Received \_\_\_Y\_\_\_/\_\_\_N\_\_\_