

Harvest Moon Festival

Vendor Application/Contract

All vendors your site will be 10'x10' (unless multiple adjacent space is requested and purchased), you must provide your own tables, canopies, and extension cords.

Your signature on the bottom of this contract along with your check for \$35.00 (no electrical hookup) or \$45.00 (electrical hookup) per site made payable to the Harvest Moon Festival Committee must be received by Wednesday, **October 1, 2009**. Entries received after the deadline of October 1, 2009 will be charged \$10 more. Mail your contract and payment to Harvest Moon Festival, Post Office Box 117, Trenton IL 62293. ***Booth assignments will be posted on the morning of the event at the Vendor Information Booth.***

There will be very limited electrical hookups available; these spaces will be provided on a first come first serve basis to food vendors only.

The Harvest Moon Festival is a method for local non-profit organizations to make money on food stands, and it is the intent of the Committee to give priority to non-profit groups in the area of food stands. Therefore, local non-profit groups will have priority over for-profit groups when it comes to serving the same food. The for-profit will not be able to serve the same food or drink item as a non-profit group.

By completing this contract you agree to hold harmless the TrentonFest Committee, the City of Trenton, and all board members and staff for any accident, injury, damage, theft, or loss of any property or person arising from vendor's business operation. If for reasons of safety or courtesy it is requested that any part of vendor's booth be moved or altered during the course of the event vendor agrees to make every reasonable effort to accommodate. Vendor is responsible to supply table, equipment, decorations, and any coverings or signs. Booth space will be distributed on a first come, first serve basis. The TrentonFest Committee reserves the right to select or jury booths and booth ware in keeping with appropriateness to a family event theme. Judgment of the TrentonFest Committee will be final. Vendors are fully responsible for their merchandise, equipment, and for the actions of both themselves and their employees. Vendors are responsible for keeping their booth area free of trash and debris. No rescheduling will take place in the event of rain, inclement weather or other legal cause beyond the control of the organizing committee, and no refunds will be made.

Set up of vendor booths will take place between the hours of 6 a.m. and 9 a.m., Saturday, October 17th. Booths will be fully operational and attended by 10 a.m. Teardown of vendor booth will take place between the hours of 3 p.m. and 4 p.m., Saturday October 17th. Booths will be fully torn down and all vendor property removed by 5 p.m. Vendor booth area must be left free of trash and debris.

For questions regarding vendor registration contact Sue Quitmeyer @ (618) 224-7857.

(Cut along line and submit lower portion along with payment)

Name: _____ Phone #: _____

Email: _____

Business/Organization Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Booth Content Description: _____

Number of 10'x10' spaces requested: _____

Electricity Requested (for Food Booths only) Yes _____ No _____

Adjacent Booth Space Requested? Yes _____ No _____

Signature(s): _____ Date: _____