



**2017 MACOMB HERITAGE DAYS
JUNE 22-24
CONCESSION PERMIT APPLICATION AND CONTRACT**

(Please Print)

ORGANIZATION/BUSINESS _____

CONTACT PERSON _____

ADDRESS OF CONTACT PERSON _____

CITY _____ STATE _____ ZIP _____

TELEPHONE # Day () _____ Evening () _____

Email _____ **Date of Setup** _____

MENU (Include food and/or drink items, hot and/or cold, and type of cooking facilities):

What type of ELECTRICAL HOOKUP do you require? _____

(Please be specific) Has to be filled out!

Bring long enough electrical cords to reach outlets

We are not responsible if you can't reach outlet!

Describe site vehicle model/make _____ Color _____

Trailer Size _____ Tent Size _____ License Plate # _____

Size of area or special needs requested for concessions _____

Site Application Fee is \$150.00 Electricity is \$5 more & NON REFUNDABLE.

The site application fee **MUST** be submitted with your application.

Please make **checks payable to: MACOMB HERITAGE DAYS**

**PLEASE REMIT
By June 1st 2017**

**TO: Macomb Area Convention and Visitors Bureau
201 South Lafayette Street
Macomb, IL 61455
(309) 833-1315**

You will receive a copy of this contract with the site assignment on it at Check-in. Please display this in your booth.

- I (We) agree to provide 10% of gross **sales each day, to be paid each night after closing.**
- I (We) agree to comply with the food service regulations of McDonough County Health Department. Phone# 309-837-9951
- I (We) agree to provide proof of insurance as a concession.
- **I (We) agree to be responsible for any clean up and/or permanent damage to my (our) assigned area.**

In case of any legal dispute, Illinois Law will prevail.

SET-UP TIME & SALES HOURS:

Set-up Time: Wednesday evening June 21st, call to make arrangements
Thursday, June 22nd = 8:00 am – 3:00 pm
Friday, June 23rd= 8:00 am – 10:00 am

Sale Hours: Thursday, June 22nd = 5: 00 pm – 8:00 pm (*Optional*)
Friday, June 23rd= 12:00/Noon – 8:00 pm
Saturday, June 24th = 9:00 am – 8:00 pm

Thursday display is optional. Friday and Saturday display is mandatory.

You are allowed to stay open as long as there is entertainment going on. Some entertainers are scheduled to perform until 10:30pm at the latest. If you choose to stay open that late, that is fine, the above sale times are the mandatory times you need to be open. You will be given a schedule of entertainment upon arrival. If you have any questions please contact Chris Krohe at cakwalkers@gmail.com or the convention and visitors bureau at 309-833-1315



Dear Business Owner/Vendor,

We are now accepting vendors for Macomb Heritage Days 2017, scheduled for June 22nd-24th. This year's theme celebrates "Macomb's Outstanding Legal Tradition." We are very excited about it and hope you will join us for another Great Heritage Days!

The Heritage Days committee reserves the right to reject any application or request more information about any products. The committee also reserves the right to ask a vendor to remove any products displayed at the event that did not receive prior approval. If all rules and regulations are not followed the committee also reserves the right to not invite you back for next year's Heritage Days. If you are with a Direct Sales Company, we will only allow 1 direct sales rep per company. Example 1 Avon Rep, 1 Plexus Rep, etc. Whoever gets their contract back to us 1st will be the Direct Sales Rep allowed, we will contact you and return your application and payment if we already have a Rep from your Company. We are capping the amount of vendors this year, so please get back to us soon.

A contract is enclosed, along with set up and display times. Review the contract and return it with payment. All sales hours are **until 8:00 p.m.** on Friday and **8:00 p.m.** on Saturday. But you can remain open as long as entertainment is going on. **Vehicles are not allowed in the park before 10:30 p.m. on Saturday.**

Vehicles and supply trailers are not allowed in the park after unloading, **no exceptions.** Booths cannot be camping tents or campers/Rv's. There are designated areas to park supply trailers during the event. Inquire about trailer parking during check in. Be sure to complete the section regarding all vehicles on the application.

There is no camping in Chandler Park. Camping sites include Argyle Lake, Spring Lake, and Timberview Lake Campground.

Placement in the park will be assigned to you at Check-In. For further inquiry and concerns, contact the Macomb Area Convention and Visitors Bureau at 309.833.1315 or j.armstrong@makeitmacomb.com or Chris Krohe at cakwalkers@gmail.com. We look forward to your participation in Heritage Days 2017.

Sincerely,

Macomb Heritage Days Committee