

MAYOR'S OFFICE OF SPECIAL EVENTS

4500 W. 123RD Street, Alsip, IL 60803 708-385-6902 708-385-4205

2nd ANNUAL ALSIP STREET FAIR

SUNDAY, AUGUST 2, 2009

10 AM TILL 7:30 PM

Food Vendor Application

Deadline: July 1, 2009

LOCATION: On Kostner between 119th and 123rd Street

The Fair will feature a full day of entertainment, crafts, food, and special events for all ages including a kid's zone, teen zone, bingo tent, live music and a beer/wine garden.

Food concessions must be open at all times during the Fair hours of operation. Set up time will start 6:00 AM and must be completed by 9:45 AM. Food Vendors will be sent a confirmation packet with a parking pass, instructions, booth location/number and any last minute details.

Water and Electrical needs:

Electricity will be available. All vendors must provide their own water and storage receptacles. **HOWEVER, YOUR ELECTRICAL NEEDS MUST BE SPECIFIC AND KNOWN IN ADVANCE.** No halogen lighting will be allowed. Please refer to the application for any additional specifications and fees. All propane-based equipment must be secured and properly fastened. Food vendors are allowed to bring their own generators. All food vendors are responsible to bring their own equipment including tables, chairs, counters, table coverings, etc. All equipment must comply with the Village of Alsip regulations.

Exclusives:

No food vendor has the right to any exclusive product or service. No food vendor has the right to sell alcoholic beverages.

Food Vendor Fees for Alsip Street Fair:

\$100.00 flat fee for reserved food vendor spot.
\$25.00 electric hook-up maximum output 30 amps/110 volts.
\$10.00 charge for every additional 15 amp/110 volts utilized
\$50.00 late fee for electrical hook-up on festival dates

Full payment is due at time of application, excluding the additional power fee. Electric will be provided during the hours of operation.

Payment:

Payments must be made by business check, certified check, cashiers check only. No personal checks will be accepted. Make checks payable to the Village of Alsip/Street Fair. Address provided below and on application.

Insurance:

All food vendors are required to show proof of insurance and to include the Village of Alsip as additional named insured as follows:

The Village of Alsip

Its Officers, Trustees, and Employees

4500 W. 123rd Street

Alsip, IL 60803

Health Inspections & Other Inspections:

All vendors must abide by and adhere to the Cook County Department of Public Health standards. Inspections by the Cook County Health Inspector will be performed prior to the festival opening. In addition an inspection may be performed during the festival hours of operation. The Fire Department reserves the right to inspect and hold responsible food vendors to all rules and regulations in regard to safety. Inspections of all equipment and procedures will take place before the opening of the festival.

Parking:

As a courtesy, each food vendor will be allowed to park one vehicle at a designated space/lot. A parking pass and parking directions will be included in your packet once full payment is received.

Liability:

Food vendor shall at all times protect, indemnify, save and hold harmless the Village of Alsip from any damage, liability or expense arising from or out of any loss or injury to any property or person, including the crafter/merchant, its agents, employees and business invitees, which arise from or out of or by reason of food vendor's occupancy and use of the fair premises or a part thereof. The food vendor is to insure itself at its own expense against property loss or damage and against liability for personal injury.

Taxes:

Food vendors shall pay all sales or other taxes, fees, assessments required by any applicable federal, state, or local law in connection with the participation of the Alsip Street Fair. Food vendor shall indemnify, defend and hold the Village of Alsip harmless for any taxes (including fees and penalties, if any) required to be paid by law.

Refunds and Cancellations:

Requests for refunds must be made in writing to the Village of Alsip. Refunds will be made only on cancellations received prior to July 14, 2008. After July 14, 2008 the Village of Alsip will not be held responsible or will not reimburse any vendor or merchant for or resulting from but not limited to the following: Loss of damage due to acts of God, stolen property, vandalism, or animal activity or product not selling. The Alsip Street Fair will take place regardless of weather and refunds will not be issued for any reason.

Contact us at:

Village of Alsip

c/o Alsip Street Fair

4500 W. 123rd Street

Alsip, IL 60803

Phone: (708) 385-6902

Fax: (708) 385-4205

www.villageofalsip.org

Please type or print clearly. Applications can be dropped off or mailed to the Village of Alsip Village Hall at 4500 W. 123rd Street, Alsip, IL 60803

Date of Application _____

Name of Business (if applicable): _____

Name of Contact: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Business/Personal Number: _____ Mobile Number: _____

Email Address: _____

Description of Food Items: (Please be specific):

Method of Holding Cooked Food (i.e. stove, steam table, refrigerator): _____

Method of Transporting Food: (i.e. thermal containers, cold storage): _____

Method of Cooking: Gas Propane

Number of Spaces requested: _____ X \$100.00 = \$ _____

Amount of amps/volts needed: Initial maximum output 30 amps/110 volts: _____

\$25.00 electric hook-up maximum output 30 amps/110 volts.

\$10.00 charge for every additional 15 amp/110 volts utilized

\$50.00 late fee for electrical hook-up on festival dates

Certificate of Insurance (Commercial General Liability) must be attached with application.

By signing this application, the food vendor agrees to the terms and conditions stated in the Information Pages.

Signature: _____ Date: _____

For Office use only:

Check# _____ Amount received: _____ Spaces needed: _____

Amps/Volt Needed: _____ Space #: _____ Initials: _____

Certificate of Insurance (Commercial General Liability) attached Yes No

Date Application Received: _____