

Wilmington Chamber of Commerce

Autumn Festival of Crafts

Food Vendor Application

The **Autumn Festival of Crafts** is being held on the Wilmington North Island, Wilmington, IL 60481, from 10:00 a.m. to 4:00 p.m. on **Sunday, October 13, 2024**. This is a juried event, and vendors will be selected based on the goods they have to offer and their display. All decisions involving application approvals are subject to the festival committee's discretion.

Food vendors must submit an application with a detailed description of food and drinks to be sold. A completed application does not guarantee a space. Once a vendor is approved, they will be notified and payment is due immediately. Spaces are only guaranteed after approval, payment, and confirmation is made.

Craft vendors: Please do not use this form, submit the separate craft vendor application.

Refer any questions to spinsandneedleson66@yahoo.com or call Betty or Steve at 815-592-1183

Vendor Information			
Contact Name:			
Business Name:			
Street Address:		City:	Zip:
Phone:	Email:		
Website (or social media page):			
IL Sales Tax Number for your business (XXXX-XXXX): <small>You may use your personal SSN if you do not have one</small>		Number of spaces requested:	
Detailed description of food (Use additional paper if necessary):			
Food vendors are required to have a Will County Food Permit			

- I understand I must register with the City of Wilmington as a mobile food vendor
- I accept the rules and conditions listed on pages 1-2 for participation in the Chamber RCC Craft Show / Flea Market

Vendor Signature	Date	Committee Signature	Date

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Mail completed applications and payments to:

Wilmington Chamber of Commerce
616 Davy Ln
Wilmington, IL 60481

Payment Terms

All fees are due immediately upon application approval. Food vendor application fees are non-refundable starting September 25.

Food vendors must be approved by the City of Wilmington in advance of the event. Because of this **we are unable to accept food vendor applications after September 25.**

Checks must be made payable to Wilmington Chamber of Commerce. Any returned checks will incur a \$30 NSF fee. You may opt to pay via online invoice for an additional \$3. Invoices will be sent via email.

Food vendor fees are \$75 per space, or \$55 per space for Wilmington Chamber of Commerce members. Electricity is available on site. One vendor per application.

I will pay by check

I want to be invoiced online

Vendor fees will not be refunded due to weather or should you be unable to attend. The Autumn Festival of Crafts is a rain or shine event.

Applicant Initials Required: I agree to the payment terms and all applicable fees. _____

Setup times are from 8:00 a.m. to 9:30 a.m. Take down time is the two hours immediately following the end of the event, from 4:00 p.m. to 6:00 p.m.

New Wilmington City Ordinance Requires Annual Registration

A Wilmington city ordinance now requires all mobile food vendors to apply with the city annually. You must apply directly with the city and receive approval before your space is guaranteed for this event. The city application is available at <https://bit.ly/mobilefoodvendor>. If you are only participating in Chamber events and not generally operating within Wilmington, you may be exempt from the annual fee under city code Title XI, Chapter 114, Article 5, 114.24. The Chamber will be in contact with you to help you through this new city mandated process. More information will be available on our website.

Additional rules and Conditions

Collection of sales tax and payment to the Illinois Department of Revenue is the responsibility of the vendor.

Food vendors must have a current Will County Food Permit.

Booths must be open and staffed for the entire duration of the festival. Vendors are not allowed to tear down and leave early. It is a liability for shoppers and the other vendors. Please be kind and courteous. Smoking is not allowed at vendor booths.

Vendors are liable for the delivery, handling, erection, and removal of any displays and items for sale.

Vendors found in violation of any item within this application may be excluded and have their display and merchandise removed from the market at the sole discretion of the event committee. No refund will be provided. Under no circumstances, including negligence, shall the Autumn Festival of Crafts committee or the Wilmington Chamber of Commerce be liable for any direct, indirect, incidental, special, or consequential damages. The undersigned agrees to hold harmless and indemnify the Autumn Festival of Crafts, Wilmington Chamber of Commerce, and any authorized agents

thereof from and against any and all claims, loss, damage to any property, and loss or theft of any item on or at the location of the Autumn Festival of Crafts. Vendor agrees to use due and reasonable care to keep their area neat and orderly, and free from foreseeable hazards to person or property. Vendor agrees to abide by and follow all rules and regulations of the Autumn Festival of Crafts. Signature below or attendance as a Vendor is deemed to be in acceptance of these conditions.

This agreement shall be deemed to have been made in the State of Illinois and shall be interpreted in accordance with the laws of such state. In the event that legal action is required to enforce any items of this agreement, such action shall be brought in the courts of Will County, IL. The parties agree to accept service of process in such action by ordinary mail sent to their business address.