

THE TIME IS COMING!!!

SEPTEMBER 13 -15, 2019

FAMILY FUN

MAYWOOD FEST

FOR EVERYONE





2019 VENDORS APPLICATION

Business Name: _____
Contact Person: _____
Address: _____
City/ State/ Zip: _____
Phone: _____
Email: _____
Type: _____
Electricity: Yes _____ No _____

Vendor space: _____ \$250 – Food Vendor** _____ \$225 – Merchandise Vendor or \$100 per day**
_____ date or dates specified for vending
_____ \$250 – Food Truck _____ Nonprofit org. – free*

VENDOR REGISTRATION WILL END ON AUGUST 24, 2019

EARLY BIRD REGISTRATION MARCH 4 – JUNE 28

\$175.00 (50.00 SAVINGS) ON FULL WEEKEND REGISTRATIONS

Please Submit Applications to 40 Madison Street, Maywood, IL 60153 – Dept. of Code Enforcement

Payments are to be made at our cashier window on the 1st floor of our Village Hall

Money Orders made payable to Village of Maywood – Subject Line Maywood Fest

(Vendor fees are non-refundable)

**** Nonprofits org. are required to bring their own tents, tables and chairs.***

*****Vendor spaces include: 1 6ft table, 2-chairs & 1-10x10 tent – per day rate -date must be specified***

Vendors may supply and use additional tables and chairs but they must be checked in with staff

OUTSIDE TABLES AND CHAIRS ARE NOT ALLOWED FOR PERSONAL EATING AREA

(designated cooking equipment are acceptable)

Food Vendors: Must provide Sanitation License, Certificate of Insurance, Commercial Kitchen Contract

Food Trucks: Must provide a Sanitation License, Certificate of Insurance, and Vehicle Insurance

Make-up/Skin Care Vendor: Must Provide Sanitation License and Certificate of Insurance

You must complete this “Food Vendor Application.” This application is available in the Code Department on the 1st floor of our Village Hall – 40 W Madison building. The Food Vendor Application must be completed, returned to the Code Department and approval on file. Village Code Officers will be present-on site all three days, inspections for vendors will be held on opening day of the fest (vendors are required to be set up at 3:00pm on September 13, 2018 and ready for inspection). If vendors do not receive an “On Site” approval, the village will immediately shut down the booth. * **FOOD VENDORS MUST PROVIDE AT LEAST ONE VALUE ITEM AT A PRICE NOT TO EXCEED \$4.00 AT THEIR BOOTH OR FOOD TRUCK.** *

Any questions or concerns, please contact

Jonette Greenhow, Executive Assistant to the Village President at (708)450-4492

BOOTH INFORMATION:

LIST A DESCRIPTION OF ITEMS TO BE SOLD: ONLY TWO (2) VENDORS WILL BE ALLOWED TO SELL FROM THE SAME CATEGORY (FIRST COME, FIRST SERVE). PLEASE KEEP YOUR MENUS SIMPLE TWO (2) ENTREE ITEMS IN ONE CATEGORY. EXAMPLE: BARBEQUE TWO (2) ENTREES ITEMS MUST BE BARBEQUE. SEAFOOD TWO (2) ENTREES ITEMS MUST BE SEAFOOD. CARNIVAL SNACK...ETC.) THE ONE (1) ITEM IN ADDITION TO THEIR TWO (2) ENTREES, OFFERED AT A REASONABLE PRICE NOT TO EXCEED \$4.00 MUST BE SELECTED FROM THE DESIGNATED FOOD CATEGORY THE VENDOR HAS LISTED

(IF YOU ARE SELLING FOOD ITEMS and MAKE-UP/SKIN CARE PLEASE PROVIDE CERTIFICATE OF LIABILITY INSURANCE AND SANITATION LICENSE.) CATERERS AND PROVIDERS OF PACKAGED FOOD ITEMS ARE REQUIRED TO PROVIDE COMMERCIAL KITCHEN INFORMATION IN ADDITION TO A CERTIFICATE OF LIABILITY INSURANCE AND SANITATION LICENSE.

VILLAGE APPROVAL:

CODE DEPARTMENT _____ DATE _____

HEALTH DEPARTMENT(IF APPLICABLE) _____ DATE _____

NOTE: IF THE EVENT IS BEING HELD ON VILLAGE OWNED PROPERTY, A HOLD HARMLESS STATEMENT MUST BE SIGNED BY THE VENDOR PRIOR TO THE EVENT.



Village of Maywood

WAIVER OF LIABILITY, ASSUMPTION OF RISK & INDEMNITY AGREEMENT

In consideration of the approval and issuance of a special event permit by the Village of Maywood, I, the undersigned, individually (for myself, my heirs, personal representatives or assigns) and for and on behalf of _____ (hereinafter collectively referred to as "Applicant") agrees as follows relative to the Village of Maywood the Village and its appointed and elected officials, officers, representatives, agents, engineers, attorneys, employees and volunteers (hereinafter collectively referred to as "Village") regarding any possible injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including reasonable attorneys' fees), which may in any way accrue against the Village (hereinafter collectively referred to as "Claims") related to or stemming from this special event: _____.

Waiver: As Applicant, I do hereby release, waive, discharge, any and all potential Claims against the Village and covenant not to sue the Village, from all liability arising from any and all Claims.

Assumption of risk: As Applicant, I acknowledge and agree that by Applicant's holding of the special event, Applicant is assuming the risk of any and all injuries that Applicant may sustain or Claims that may arise. I acknowledge that Applicant's holding of the special event and assumption of risk is entirely voluntary.

Indemnification and hold harmless: As Applicant, I agree to INDEMNIFY AND HOLD the Village HARMLESS from any and all Claims and to reimburse the Village for any expenses incurred due to any Claims.

Severability: This Agreement is intended to be as broad and inclusive as is permitted by the law of Illinois. Any portion of this Agreement which is held invalid shall not affect the enforceability or validity of any other provision found herein.

Acknowledgement of Understanding: I have the authority from my group/organization to sign and submit a special event application and this Waiver of Liability, Assumption of Risk and Indemnity Agreement on its/their behalf. I have read this Agreement, fully understand its terms and legal significance, and understand that the Applicant is giving up its right to sue for injuries relating to participation in the Event and also am agreeing to reimburse the Village for any liability it may incur as provided herein. I acknowledge that I, on behalf of Applicant, am signing the Agreement freely and voluntarily, and intend my signature to be complete and unconditional to the greatest extent allowed by law.

APPLICANT/SPONSORING AGENCY:

VILLAGE OF MAYWOOD

Signature

Signature

Printed Name & Title

Printed Name & Title