

2018 Proud American Days' Craft Fair Application
Saturday, July 28th
8:30am-3:00pm

(Application Deadline Wed., July 25, 2018)

Name of Business _____

Contact Person Name _____

Address _____ City _____ State _____ Zip _____

Primary Phone _____ Email Address _____

Emergency Contact Name: _____ Emergency Contact Phone _____

Circle category in which you will be selling:

Clothing Jewelry Food Metal Work Woodcrafts

Other categories not listed: _____

**Time needed for
set up**

\$30 for single 10' x 18' space \$ _____
(Max of 3 booths)

TOTAL COST \$ _____

NO REFUNDS
ACTV#17673-A1

Make Check Payable to: New Lenox Community Park District

Following forms must be submitted with payment
Application, Signed Rules and Regulations and Certificate of Insurance *if selling food*

Mail in Registration to:
New Lenox Community Park District
701 W. Haven Ave.
New Lenox, IL 60451

Rules and Regulations

The types of merchandise are limited to avoid duplication first come, first serve. Contact Kelly at kmolloy@newlenoxparks.org or call 815.485.1737 if you have any questions.

PLEASE CIRCLE PAYMENT TYPE:



BILLING ADDRESS ZIP CODE: _____

ACCOUNT NUMBER: _____

EXPIRATION DATE: ____/____/____ SECURITY CODE: _____

CARDHOLDER NAME: _____

BILLING ADDRESS: _____

ADDRESS

CITY/STATE

AMOUNT OF CHARGE: \$ _____

AUTHORIZED

SIGNATURE: _____

(The NLCPD reserves the right to change a payment to reflect the correct fee.)

If you are selling any type of food you must furnish a certificate of insurance to the Park District office at time of registration.

The insurance certificate requirements are as follows:

- The insurance company shall have a minimum Best Rating of A-1.
- The minimum limit of liability shall be \$1,000,000.00.
- The policy coverage shall be Comprehensive and on an Occurrence form.
- **New Lenox Community Park District**, 701 W Haven Ave. New Lenox, IL 60451 and **Menards Inc.**, 601 East Lincoln Highway, New Lenox, IL 60451 shall be named as Additional Insured.

The management reserves the right to ask that any item, which may be considered dangerous or hazardous, be removed at any time during the fair.

Location: Show is located OUTSIDE, 601 East Lincoln Highway, New Lenox, IL, 60451 in the east parking lot of Walmart. Signs will be visible when you arrive.

You are required to bring your own table and chair. You may bring a tent which cannot be bigger than 10 x10. You must be able to secure tent down without putting stakes in the ground.

Your booth must not interfere with adjacent booths in any way.

Electric hook-up is not available.

Booth set up will be staggered; booth must be completely set-up by 8:30am.

You will be able to park one car behind your booth space. A diagram will be provided later.

You may not break down early.

Festival Food Vendors will be open at Noon.

You are required to clean-up your space at the end of the show.

You are not allowed to bring your pets.

Use of sound systems, glass bottles and loud generators are prohibited.

Make a copy of this application for your records.

The New Lenox Community Park District, Menards Inc., Walmart, the Village of New Lenox and members, volunteers and employees thereof, will not be held responsible for any loss, damage, injury, and death or otherwise in connection with this fair. It is agreed that vendors, employees, volunteers, owners and acquaintances of any kind will hold these persons harmless from any loss, damage, injury, death or otherwise which arises from vendor's negligence.

I hereby agree to abide by all terms, rules and regulations stated on this 2-page application form.

Signature: _____ **Date:** _____