



**Bloody Mary Fest 2017**  
Vendor/Competitor Application

Sunday, July 30, 2017  
10:00 AM - 5:00 PM

**SCHEDULE**

10 am - 5 pm	Bloody Mary Tasting and Live Music
2 pm - 4pm	Celebrity Judging
4:30 pm	Winners Announced

- **Vendor Fee for Bloody Mary Fest is \$150.**
- **If you are currently a 2017 seasonal Highwood Evening Gourmet Market vendor, the fee is \$100.**

Date: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

E-Mail Address(s): \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Website/Facebook: \_\_\_\_\_

**Will you be a competitor in the Bloody Mary Fest competition? YES \_\_\_ NO \_\_\_**

Space of 10' x 10' is provided as part of the fee. Any larger space will be charged an additional fee (see PAYMENT SCHEDULE below). This will be strictly enforced.

Booth Size: \_\_\_\_\_

Will you be distributing samples or preparing food on site? YES \_\_\_ NO \_\_\_

***If you answered YES, you will be required to obtain and provide a Temporary Food Service Permit from the Lake County Health Department. Information and permits can be obtained at <http://www.lakecountyil.gov/2313/Food-Safety> or by calling 847-377-8040.***

Will you be selling liquor? YES \_\_\_ NO \_\_\_

***NOTE: A Liquor License is NOT required. The license for this event will be held by Celebrate Highwood.***

### Items for Sale

Please provide a comprehensive list of items you intend to sell. This is the information that will appear on various marketing material to promote your products. All items for sale must be pre-approved to prevent duplications between multiple vendors. *(Attach additional sheet if needed.)*

List items:

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Will you require electricity? YES \_\_\_ NO \_\_\_

***If YES, add \$20 per electrical cord hook-up to your seasonal rate. Vendors using electricity are required to bring a 100 ft., 3-pronged outdoor rated and UL approved extension cord for each hook-up.***

### VENDOR SUBMISSION CHECKLIST OF REQUIRED DOCUMENTATION

- ✓ **Application** on or before **July 15**. Placement is based on returning vendors and first come first placed spot.
- ✓ **Full Payment** required on or before **July 15**. Add \$20 for each electrical hook-up required, if requested. See PAYMENT SCHEDULE below.

- ✓ **Signed Vendor Affidavit** available on [celebratehighwood.org](http://celebratehighwood.org) under the Vendor Info page.
- ✓ Copy of current **Certificate of Insurance** (COI) showing general liability of at least \$1,000,000 per occurrence, and naming **Celebrate Highwood** and **City of Highwood** as additional parties insured.
- ✓ If applicable, a **Lake County Health Department Certificate** associated with the preparation and serving of your food product.

**PAYMENT SCHEDULE**

**Bloody Mary Fest fee @ \$150** \$ \_\_\_\_\_  
 (Includes 10'x10' space)

Additional Space Requested @ \$150 each 10'x10' space # \_\_\_\_ x \$150 = \$ \_\_\_\_\_

**Bloody Mary Fest fee for current Evening Gourmet Market Vendors @ \$100** \$ \_\_\_\_\_  
 (Includes 10'x10' space)

Additional Space Requested @ \$100 each 10'x10' space # \_\_\_\_ x \$100 = \$ \_\_\_\_\_  
 (for current Evening Gourmet Market Vendors)

Extension cord hook-up @ \$20 per cord # \_\_\_\_ x \$20 = \$ \_\_\_\_\_

**TOTAL FEES:** \$ \_\_\_\_\_

Please e-mail completed application to [donna@celebratehighwood.org](mailto:donna@celebratehighwood.org) to hold a reservation, but full payment must be received before **July 15, 2017** to guarantee placement.

*Please note that receipt of payment does not guarantee placement. Celebrate Highwood reserves the right to accept/reject any submitted application. You will be notified of status after receipt of the application.*

Payment Options: CHECK \_\_\_\_ CREDIT CARD \_\_\_\_

Make checks payable to **Celebrate Highwood**. For credit card payments, an invoice will be forwarded to your email address. Please note **a 3% service fee will be added to your credit card payment.**

**CONTACT INFORMATION**

Donna Walker  
 email: [donna@celebratehighwood.org](mailto:donna@celebratehighwood.org)  
 cell/text: 847-668-1213

Celebrate Highwood  
 17 Highwood Ave.

Highwood, IL 60040  
Attn: Bloody Mary Fest

Please bookmark and check our website for news and announcements: [celebratehighwood.org](http://celebratehighwood.org)

**AGREEMENT OF TERMS**

Yes, I would like to participate in the **2017 Celebrate Highwood Bloody Mary Fest**, and hereby agree to sell or offer for sale at the Fest, only such items which are listed in the application, and which are of my/our production on the described property.

I/We swear that all information is correct and complete to the best of my/our knowledge. I/We hereby affirm that I/we have read and understand the CONDITIONS OF PARTICIPATION in the **Vendor Handbook** and agree to abide by all rules that have been established for the operation of the Fest. I/We acknowledge full responsibility for all activities and conduct. I/We further acknowledge full responsibility for all activities conducted throughout the term of this permit and agree to hold Celebrate Highwood and the City of Highwood harmless and to indemnify Celebrate Highwood and the City of Highwood from any and all claims arising under this permit. I/We also affirm that I/we carry an insurance policy that will protect against liability and that I/we must carry proof of said insurance when attending the Fest. Enclosed herewith is my application for the 2017 Bloody Mary Fest.

Printed Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_