



Village of Rochester

July 4th Celebration

VENDORS AGREEMENT

Between the
Sparks in the Park Committee
And

(Vendor)

Upon payment and acceptance of signed vendor's agreement, the Sparks in the Park Committee (SPC) shall:

1. Provide the vendor with one parking space.
2. Assume no liability for loss or damage of goods and property of vendor.

PRIVILEGE RESTRICTIONS:

1. Vendors may be non-profit or arts and craft sellers. Non-profit vendors **must have a relationship with the Rochester community, be a civic organization, a non-profit organization or provide documentation that vendor proceeds go to non-profit organizations.**
Arts & craft sellers may be for profit.
2. Signed and dated vendors agreements with pertinent information and a fee of **\$25.00** for civic and non-profits or **\$50.00** for arts & craft sellers are to be returned by **Friday, June 22, 2018**. Agreements received after that date will not be accepted. All fees are payable to the Village of Rochester.
3. Agreements may be returned to the Village office, Attention: SPC, #1 Community Drive, Rochester, IL 62563. Agreements must be signed by a member of the SPC to be considered valid.
If you have questions or need additional information send an email to sparks@rochesteril.org or call the Village office at 498-7192.
4. The vendor will use the vendor's space and no part of the assigned space will be sublet, loaned or otherwise used by anyone other than the vendor without prior approval by SPC.
5. Vendors selling merchandise shall be permitted to sell and distribute merchandise only from the booth assigned them. Food will not be permitted to be sold without prior approval of SPC and the proper Sangamon County Health permits.
6. **SPC is solely responsible for determining the types of merchandise for sale and the number and types of vendors.**

VENDORS SHALL:

1. Agree to procure all necessary licenses, permits, signs, decorations, tables, chairs, fixtures, lighting, booth and/or tent for their exhibit.
2. Agree to pay all city, state, and county sales tax and health permit fees where appropriate.
3. Agree to obey all applicable Federal, State, County, and Local Health Sanitation regulations, electrical code and fire ordinances.
4. Agree to maintain a neat and presentable exhibit, free of litter and waste material and to leave the vendors space clean and free of litter upon conclusion of this event.
5. Agree to set up tent and exhibits between 5:00 to 7:00 p.m. on Thursday, June 28, or between 2:00 to 4:00 p.m. Friday, June 29, 2018.
6. Agree that all vehicles will be removed from the vending area and parked in the designated parking area between 5 and 11 p.m. of Friday, Saturday, and Sunday.
7. Agree to remove merchandise or cease operations as determined by SPC officials if merchandise or display is deemed by SPC officials to be not in keeping with the spirit of the event, offensive or morally objectionable.
8. Agree to provide access to the exhibit to an authorized SPC official at all times.
9. Agree that no pets be allowed on the premises other than seeing-eye dogs.
10. Agree no alcoholic beverages be brought on premises, whether for sale or personal use.
11. Agree in all matters of dispute not covered in this agreement, that the decisions of the SPC are final.
12. Electricity will be provided only for necessary functions of the vendor.
13. Agree no stuffed animals or carnival merchandise, corn dogs, cotton candy, funnel cakes, lemonade/orange shakeups, snow cones, hot dogs, rib-eyes, popcorn, glow items, walking tacos, or ice cream sandwiches will be sold or given away during the event.
14. Absolutely No Novelty Items.

Vendor has read and understands all the terms of this agreement and agrees to abide by such.

Other information:

Size needed for exhibit: _____

Electrical needs: 110 v _____ or 220 v _____

Goods to be sold: _____

Evenings to participate: _____

Signature of owner/representative

Date

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Name of vendor

Non-profit organization that will receive proceeds

Signature of SPC representative

Date