

Vendor Agreement and Information for Village Events



Village Of Rochester

1 Community Drive Rochester, IL 62563

Incorporated in 1869

All vendors must provide Tax ID Numbers and applicable licenses with their contract.

All Vendor contracts and payments are due by July 1, 2023.

Contact Name(s): _____ Phone Number: _____

Company Name: _____ Phone Number: _____

Mailing Address: _____

Email: _____

Type of products: _____

\$25.00 Service Charge for Utilities. Vendors must be setup before 4:00pm to allow Village staff to make utility connections.

Water Needed? Y / N Electric Needed? Y / N Amps? _____

Rules:

- 1 There is a non-compete clause with the Carnival. Vendors may not provide: cotton candy, snowcones, popcorn, funnel cakes, or elephant ears.
- 2 **SAFETY FIRST!** For this reason, we ask that no vehicles larger than a golf cart are on the roadway during the carnival sessions. Vehicles will be allowed in between sessions for restocking or other purposes.
- 3 Vendors must enter and exit off of West Main/Rochester Road for setup or breakdown due to bottleneck from tent off of Ebel Drive. This must be done between sessions. Vendor parking is off of Ebel Drive.
- 4 No parking on the blacktop to allow for the maximum amount of room for pedestrian foot traffic. Except between sessions for loading or unloading.
- 5 Please keep your area clean. Vendors are responsible for their own trash. There are dumpsters available near the big tent. Please do not use the trash cans provided for patrons of the event.
- 6 Refunds of fees are not available for vendors or food trucks for 'no-show', late arrivals, or early departures.

I agree to the rules and regulations of the event as outlined above.

Signature _____ Date _____ Title (owner, CEO, etc) _____

Fees:

Vendor: \$35.00 - entitled to two days.

Food Truck \$75.00 - entitled to two days.

Utilities: \$25.00 - entitled to two days.

For Official Use Only.
Amount Paid: _____
Vendor or food truck: _____
Electric or Water - Both: _____