

POPEYE PICNIC COMMITTEE

September 6, 7, 8, 2019



FOOD & EXHIBIT GUIDELINES

The Popeye Picnic Committee has established the following guidelines:

INSTRUCTIONS - PLEASE READ!

1. All applications should be printed or typed.
2. All questions must be answered completely.
3. **ATTACH CERTIFICATE OF INSURANCE** naming both the Popeye Picnic Committee and the City of Chester as an additional insured to your completed application.
4. Vendors from the previous years' picnic will be given first priority if application is in our hands before JULY 1st. (*We reserve the right to go to the next vendor on our list if we do not hear from you by that date.*)
5. Early applications will be given special consideration.
6. All applications are subject to the approval of the Popeye Picnic Committee Chairman & Trustees.
7. Each vendor is responsible for supplying all of the necessary equipment and personnel to properly maintain & service their stand.
8. All stands must be kept neat & clean.
9. The Popeye Picnic Committee reserves the right to require you to remove any objectionable items from your stand.
10. All picnic supplied tents are fully assembled and include lighting. One (1) 110 volt electrical outlet with Two (2) plugs, and a canopy. 220 volt power and water hook-ups are available at extra charge. No Three Phase power is available.
11. Each vendor is financially responsible for any damage to the stand or canopy including, but not limited to; rips, tears, burns, and damages occurring from the accumulation of rainwater on the canopy. All vendors are urged to have a push rod or board to channel water off the canopy.
12. The Popeye Picnic Committee will not be responsible for any loss or damages to vendor property.
13. FEES AS FOLLOWS: **10 ft. frontage with 10 ft. depth**

Non-Profit • Vendor supplies tent of trailer	\$150.00
Non-Profit • Popeye Committee supplies tent	\$200.00
For-Profit • Vendor supplies tent or trailer	\$250.00
For-Profit • Popeye Committee supplies tent	\$300.00

Other sized spaces may be available & pricing will vary. Please contact:
Bob Buckham at 618-615-1610 for more information or a quote.

14. Operating hours for stands begins at 5:00 pm on Friday and Noon on Saturday & Sunday.
15. Vendors that operate food stands must contact the Health Department at 618-826-5007 to have their cooking & storage methods approved prior to opening.
16. All vendors are responsible for collecting the garbage from their stand and depositing it in the dumpsters provided.
17. Please mail your completed application (all pages), payment, and certification of insurance to:

Bob Buckham, Trustee
Food & Exhibit Stands
1001 State St.
Chester, IL 62233

Please make your check payable to: **Popeye Picnic Committee**. If you have any questions, you may contact Bob Buckham at 618-615-1610 or Picnic Chairperson Debbie Brooks at 618-826-4567.

FOOD & EXHIBIT STAND APPLICATION

BUSINESS INFORMATION:

Business Name: _____

Owner's Name: _____

Cell Phone #: _____

Address: _____

City _____ State _____ Zip _____

Social Security # or Federal ID# _____

You must list all products and/or services that you will be selling/displaying at the Popeye Picnic. Only those items listed below will be considered for inclusion in your contract. Continue list on back of this page if needed.

SPACE REQUEST:

	YES	NO
Food Concession	<input type="checkbox"/>	<input type="checkbox"/>
Exhibit	<input type="checkbox"/>	<input type="checkbox"/>
Trailer (vendor provides)	<input type="checkbox"/>	<input type="checkbox"/>
Tent (vendor provides)	<input type="checkbox"/>	<input type="checkbox"/>
Tent (Picnic Committee provides)	<input type="checkbox"/>	<input type="checkbox"/>

IF YOU HAVE A TRAILER OR YOUR OWN TENT, PLEASE NOTE THE FOOTAGE:

Note; You must include awnings, tie-ons, overhangs, hitches, seating, prep area, storage area, ice machine, tent stakes and ropes.

Frontage _____

Depth _____

Comments _____

ADDITIONAL ELECTRICAL

As a reminder, we provide One (1) 110 volt electrical outlet (2 plugs). If you need a 220 volt outlet, please check here _____ and add \$40.00 and add it to your stand fee (for extra voltage). If water is needed, please check here _____ and add \$20.00 to your stand fee.

NO THREE PHASE HOOK-UPS AVAILABLE

All exhibitors are required to supply all their own electrical materials to reach an approved electrical source.

A four-wire supply cord is required on voltages of 220 or above.

A three-wire supply cord is required on 100 volts.

I have read and understand the vendor requirements for the Annual Popeye Picnic and hereby agree to them.

Signature _____

Print Name _____

Company Name _____ Date _____

Please visit our web page for further information and updates on the Popeye Picnic.

www.popeyepicnic.com