

POPEYE PICNIC COMMITTEE

September 08-09-10, 2017



PO BOX 146
CHESTER, ILLINOIS 62233
DEBBIE BROOKS-CHAIRMAN
618-826-4567



FOOD & EXHIBIT GUIDELINES

The Popeye Picnic Committee has established the following guidelines:

INSTRUCTIONS-PLEASE READ!

- 01 All applications should be printed or typed.
 - 02 All questions must be answered completely.
 - 03 **ATTACH CERTIFICATE OF INSURANCE** naming both the Popeye Picnic Committee and the City of Chester as an additional insured to your completed application.
 - 04 Vendors from the previous years' picnic will be given first priority before JULY 1ST. **(WE RESERVE THE RIGHT TO GO TO THE NEXT VENDOR ON LIST IF WE DO NOT HEAR FROM YOU BY THAT DATE.)**
 - 05 Early applications will be given special consideration.
 - 06 All applications are subject to the approval of the Popeye Picnic Committee Chairman & Trustees.
 - 07 Each vendor is responsible for supplying all of the necessary equipment and personnel to properly maintain & service their stand.
 - 08 All stands must be kept neat & clean.
 - 09 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-up are available at an extra charge. No Three-Phase power is available.
 - 11 Each vendor is financially responsible for any damages to the stand or canopy including, but not limited to; rips, tears, burns from electrical bulbs, and damages occurring from the accumulation of rainwater on the canopy. All vendors are urged to have a push rod or push board to push rain 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 front frontage with 10 ft depth

Non-Profit-Vendor Supplies Tent or Trailer	\$150.00
Non-Profit-Picnic Supplied Tent	\$100.00
For-Profit-Vendor Supplies Tent or Trailer	\$250.00
For-Profit-Picnic Supplied Tent	\$150.00
- 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 12:00 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 certificate of insurance to:

Bob Buckham, Chairperson
Food & Exhibit Stands
1001 State St.
Chester, Illinois 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 Chairman 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 Picnic. Only those items listed below will be considered for inclusion in your contract. Continue list on back of this page if necessary.

SPACE REQUEST:

	<u>YES</u>	<u>NO</u>
Food Concession	_____	_____
Exhibit	_____	_____
Trailer (vendor provides)	_____	_____
Tent (vendor provides)	_____	_____
Tent (picnic provides)	_____	_____

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 (for extra voltage) or if water is needed, please check here _____ and add \$20.00 (for water) 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 110 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 ____ - ____ - ____

Visit our website: www.popeyethesailor.com