



April 4, 2019

Dear Manager/Owner,

We invite you to participate as a food vendor at the 2019 Art in the Park taking place in Krape Park on Sunday, September 1, 2019. This is the 12<sup>th</sup> year the Freeport Park District and Freeport Art Museum have organized this festival that features a fine art sale, performing arts, art demonstrations and children's art activities. Attendance of Art in the Park in previous years has averaged 5,000 visitors.

Fee: Payment of the \$85 food vendor fee is required before any organization will be permitted to sell food and beverage items at Art in the Park.

Hours: All food vendors must have their booths set up by 9:30 AM, but cannot set up earlier than 7:00 AM on Sunday, September 1<sup>st</sup>. Food vendors may begin to sell as soon as the event begins at 10:00 AM and continue to be open for business until the event ends at 5:00 PM.

Clean Up: Vendors will be required to vacate their area by 6:30 PM. We ask that all food vendors clean up their areas before they leave.

Electricity & Water Hookup: Electricity will be provided to all food vendors. **Water hookup will not be available.**

Signs: Food vendors are responsible for their own signs at their booth.

It is your responsibility to contact the Stephenson County Health Department at (815) 599-0344 to obtain all permits as required. If you do not have a valid permit, you will not be allowed to open.

Please complete the enclosed Freeport Park District Event Food Vendor Application and return it with your payment and a certificate of insurance to:

Freeport Park District  
Art in the Park  
P.O. Box 417  
Freeport, IL 61032

**Applications are due by June 1, 2019.**

We hope you will join us through your participation as a food vendor. If you have any questions, please do not hesitate to call me at (815) 235-6114 or email us at [contact@freeportparkdistrict.org](mailto:contact@freeportparkdistrict.org). By participating as a food vendor, you are also supporting a community event and artists of the Freeport area.

Sincerely,

Ron Schneider  
Superintendent of Recreation

815.235.6114  
P.O. Box 417  
Freeport, IL 61032  
[www.freeportparkdistrict.org](http://www.freeportparkdistrict.org)

**FREEPORT PARK DISTRICT  
ART IN THE PARK FOOD VENDOR APPLICATION**

Business/Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Please check:  
(No Electricity Needed) \_\_\_\_\_ (Electricity) \_\_\_\_\_

Please check:  
110 V 20 Amps \_\_\_\_\_ 110 V 30 Amps \_\_\_\_\_  
110 V 60 Amps \_\_\_\_\_ 220 V 30 Amps \_\_\_\_\_  
220 V 60 Amps \_\_\_\_\_ 220 V 90 Amps \_\_\_\_\_

**\*Water hookup will not be available.**

List ALL items you will sell (please be specific). Please note that ONLY Pepsi beverage products will be allowed. If you would like a list of permitted beverage products, please contact us at (815) 235-6114. Absolutely no alcohol or tobacco products are permitted.

**Food Items**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

**Beverages (Pepsi Products Only)**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

By signing this agreement, the Vendor agrees to hold harmless Freeport Park District, their employees, and volunteers, and all sponsors for any and all liabilities, losses, claims, damages and expenses arising from the negligence of the vendor and/or any of its agents, assigns, employees or representatives. It is further understood that participants are responsible and accountable for the conduct and demeanor of their staff/representatives at the event. Vendor shall be required to obtain the proper Health Department permit, if applicable, and shall be required to show evidence of same if required. I have read, understood and accepted all information and agree to abide by the rules and regulations of the Freeport Park District.

Business/Organization Name: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

The Freeport Park District requires a certificate of insurance naming the Freeport Park District as additional insured. The certificate of insurance must be on file at the Freeport Park District Office prior to the event date.