



~ 2019 ~ Fall Festival ~ Vendor Space Application September 13th, 14th & 15th

Vendor Information, Agreement and Application

- Thank you for your interest in the BRPM Fall Festival held annually at Plowman's Park/Kenny Field, 48W508 Hinckley Road, P. O. Box 261, Big Rock, IL 60511-0261.
- Applications will be considered and selected on a **1st come, 1st served** basis with all application requirements met, product variety, originality, quality, photos and display, with a limited number per type/category. You are encouraged to submit your application **now**. Spaces will be reserved upon approval once all requirements have been met and full payment has been processed, after which you will be notified of acceptance or non-acceptance. No changes or refunds are allowed at that time.
 - **New** participants are required to enclose a minimum of two photos; one of your booth/display and one of your merchandise/product.
 - **Returning** participants are not required to enclose photos if we are familiar with your work from the prior two years shows **unless** you have changed merchandise, products or displays.
- Set up during specified times; Friday 9/13 1:00pm to 4:45 pm or Saturday 9/14 6:30am to 8:45am.
- Participants will provide all items needed for their displays and selling comfort. Only the space is provided; no tables, chairs, etc. This is an outdoor open-air show held **rain or shine!** Spaces may be back to back and/or side to side with little or no space in between. To be fair to all participants, **all items must be contained within your purchased/assigned space[s]**. If items are not contained within your space, you will need to remove items outside of the space, purchase additional space, move to another location if space is available or vacate the space. Please plan accordingly. Due to changes that may have been made within the park, planning requirements for the event or the number of returning and new participants, you may not have the exact space location as a prior year.
- Various events occur throughout the festival. Review the website for schedule of events. Remember ~Friday & Saturday evenings, lighting may be limited in some areas of the park.
- There may be someone on the grounds overnight, however, The Big Rock Plowing Match Association, Inc. will not be responsible for loss or damage to any participants work, display or merchandise.

Refreshments

- Specific concession vendors & areas are approved from which to purchase food and refreshments. **No food or beverage is to be sold from your booth space unless you are one of the pre-assigned / approved vendors.**

Plowing Match Fall Festival Website

- See the Big Rock Plowing Match Fall Festival site, www.bigrockplowingmatch.com for additional information; schedule of activities, Craft & Art show, plowing, horse show, food, entertainment, Junior Fair, Ladies Fair, cattle show, bingo, auctions, forms, applications, premium lists and more.

Marketing

- Event information will be posted on the Big Rock Plowing Match website, Facebook, distributed on posters for display at various business and events, and provided to various media outlets; i.e. radio, newspapers, newsletters.
- **If interested in placing an ad** in the Plowing Match Times see the website for details.



2019 Vendor Space Application ~ Big Rock Plowing Match Fall Festival

Application

- To apply, complete the application, sign, date, scan or print, enclose check payment and submit per the instructions **now - 1st come, 1st served**. You will receive notification of acceptance or non-acceptance. If your application is received after the deadline, see below, increased fees apply and we cannot guarantee space availability.

Vendor types and descriptions

Art/Craft	<i>Handmade by you, i.e. furniture, jewelry, pottery, signs, soap, etc.</i>
Business	<i>Brick & mortar storefront, at home store/catalog, direct sales, Independent sales representative/consultant or service company. i.e. DeKane, Hill's Country Store, Perfectly Posh, RS Concessions, Scentsy, Tupperware, Vacationland, etc.</i>
Non-Profit	<i>501 3[c] church, club, historical society, scouts, school, 4-H, etc.</i>
Other	<i>Do not fit into one of the above categories</i>

Item	Provide Application Information Here			
Vendor Type <small>[circle one]</small> <i>See table</i>	Art/Craft	Business	Non-Profit	Other
Vendor Description/Name <i>See table</i>				
Name & Address				
Non-Profit Organization 501C[3] or EIN Number				
Name of Contact & each Participant				
Mailing Address, City, ST, Zip				
Email Address				
Phone Numbers	Cell/Text #	Home/Business # <small>[circle one]</small>		
Previous Participant	YES NO <small>[circle one]</small> Required photos provided: ___ booth/display [see info page] ___ merchandise			
Detailed Description of Merchandise/Product/Items	<i>Provide a detailed description of product/merchandise. Include all items or activities to be within your space.</i>			
Additional Pertinent Info not provided above				



Vendor Spaces Available [outdoor-approximately 12' X 12']	Received By 8/13/2019 Fees are:	Received 8/14/2019 or after Fees increase to:	X # of Spaces Required	= Total
Art/Craft space	\$50	\$75		\$
Business space	\$60	\$85		
Non-Profit space	\$25	\$50		
Other space				
Electricity [very limited availability]	\$20	\$35		\$
		GRAND	TOTAL	\$

- I agree to the terms of this Big Rock Plowing Match Fall Festival application and agreement form. I further agree to hold harmless and release the Big Rock Plowing Match Association, Inc., Village and Township of Big Rock its agents, servants, volunteers and employees from all claims or causes of action of any kind including but not limited to; liability, injury, loss, damage or cost to my person and/or property which may result from my participation in this event on September 13, 14 & 15, 2019. All participants must sign this release.
- There will be no refunds of application fees once your application has been accepted and approved. Participants who are a 'no show/no call' to the event or have other issues during the event, may not be invited or approved to return or may be asked to vacate the premises.
- I agree to pay my application/space rental fees; via check payable to: Big Rock Plowing Match Association, Inc.
Mail to: Big Rock Plowing Match Association, Inc. P.O. Box 261 Big Rock, IL 60511-0261

Signature[s] _____

Print Name[s] _____

Date _____

Additional questions see the website www.bigrockplowingmatch.com or email bigrockplowingmatch@gmail.com

~NOTE~ if applicable

- Raffle permit/license; the Village of Big Rock does not require, however, review Kane County requirements for your specific situation at <http://kanecountyclerk.org/records/Raffles/raffles.aspx> or call 630-232-5950
- Health Department Permit; Review Kane County requirements for your specific situation at <http://kanehealth.com/pages/fees.aspx> or call 630-444-3040

~ SAVE THE DATES for the 126th Plowing Match Fall Festival ~
~ 2020 - September 18th, 19th, 20th ~

~ SAVE THE DATES for the 127th Plowing Match Fall Festival ~
~ 2021 - September 17th, 18th, 19th ~

[Usually the weekend following the Sandwich Fair or the weekend of the 3rd Sunday of September]