



# Juneteenth Festival Vendor Application Form

Please write clearly and answer each question. The information will be used to set up your booth according to the information provided below.

Vendor Name for Signage \_\_\_\_\_

Food Product or Service being sold \_\_\_\_\_

Contact \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Cell \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Email \_\_\_\_\_ Fax \_\_\_\_\_

## I request the following booth setup for the Juneteenth Festival:

Number of 10'x10' booths requested at \$300 each \_\_\_\_\_

Each booth includes one 110 amp electrical outlet, one front counter, one 8ft table and two chairs. Power strips are not allowed. Each vendor must bring their own heavy duty extension cord. Additional items can be purchased as follows:

\_\_\_\_\_ 110 amps - \$125 each      \_\_\_\_\_ 220 amps—\$250 each

\_\_\_\_\_ Table(s) - \$15 each      \_\_\_\_\_ Chair(s) - \$2 each

\_\_\_\_\_ Grease or charcoal can disposal (circle one) - \$30 each

**All vendors must provide a certificate of insurance that lists the Village of Broadview and Broadview Park District as an additional insured. Proof of insurance must be submitted with payment and a copy of the Vendor Application Form. Booths will not be allowed to open without submitting a current certificate of insurance. All documents must be received no later than June 2, 2023**

**Make check, money order or cashier's check payable to the Village of Broadview.** Checks returned for insufficient funds will be charged a \$50 returned check fee.

Total fees enclosed \$ \_\_\_\_\_ Signature of Contact \_\_\_\_\_ Date \_\_\_\_\_

### NOTE:

- Vendors will not be allowed to sell the same items (**First Come, First Served**)
- Vendors are not allowed to sell beverages and may be subject to immediate removal without receiving any refunds.
- Food vendors are required to have a fire extinguisher in their booth and display food sanitation certificate.
- All applications will be processed first come, first served.
- Any food vendors using propane tanks must properly secure the tanks.
- All food items must be priced \$5 or less. Food vendors can select the size of each portion for sale.
- Vendors who sell food items for more than \$5 may be subject to immediate removal without receiving any refunds

If you have any questions or need more information,  
call Lily Sierra at 708-681-3600 Ext. 259 , email at [ssierra@broadview-il.gov](mailto:ssierra@broadview-il.gov)