



Village of Round Lake Beach ~ Annual BeachFest 2018

Crafters & Home Based Vendor Application

Festival is located at the beautiful RLB Cultural & Civic Center

Outdoor spaces are available on the festival grounds. This Annual Village Festival has a great reputation with popular bands, wonderful food choices, local entertainment, family activities and helping market your business to our community.

(Outside location if all 3 days)

Event Dates: Friday, July 13, 5pm-9pm Saturday, July 14 1pm-6pm Sunday, July 15 1pm-6pm

Booth Space Fee: \$35 per day \$10 Discount off total amount if you register by June 18th

Name _____ Phone # _____

Address _____ Town _____ State _____ Zip _____

Email address _____

Number of booth space(s) requested 1 ___ 2 ___ 3 ___ Fri ___ Sat ___ Sun ___

Please describe the types of items that you make and sell _____

Home Based Business: Please list name of your business (only one of each specific business).

Please list days you will be @ the Festival: _____

I understand and agree to the following:

- I will be receiving a space outside on the Festival grounds only.
- The Festival will try to accommodate any location requests for my space, however, the final decision is up to the Festival Layout Committee Chairperson.
- No power is supplied outside. No generators are permitted without permission from the Festival.
- Tents, tables, chairs and any table coverings **are not** supplied by the Festival.
- We will provide a certificate of insurance naming the Village of Round Lake Beach as additional insured if required.
- I will remain during the entire hours listed below on the days I am participating and, I will not take down early. Friday 5pm-9pm Saturday 1pm-6pm Sunday 1pm-6pm

- Vehicles will not be permitted on festival grounds while the festival is open without prior approval.
- Outdoor booth space is 12 x 12 foot approximately (accommodating my pop-up tent)
- Set up is on Friday, July 13 from 1:30pm – 4:30pm (set up by 4:30 pm) & Saturday, July 14 from 9:30 am – 12:30 pm (set up by 12:30 pm) & Sunday, July 15 from 9:30 am – 12:30 pm (set up by 12:30 pm)
- I am responsible to take down my items each night as the Festival is not liable for any losses for items left overnight.
- I am responsible to clean my area and leave it free of all garbage.

Application Signature _____ Date _____

Payment Options

1) Check payable to (Village of Round Lake Beach) \$ _____ Check # _____

2) Credit Card # _____ Name on card: _____

Exp. Date ____ / ____ 3-Digit Sec _____

Or: email scanned application with Credit Card information to beachfestvendors@beachfestrlb.org

3) Go to the Online Payment link for the Village. <https://goo.gl/KuMf3H>
Add "BeachFest" and "Your Name" or "Company Name" in Comments

We are able to provide volunteers to assist with BeachFest (they can wear a shirt, hat, name tag, etc. identifying them as members of our organization).

Volunteers Names	Day/Times	Email
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please mail your completed application and payment to:

Village of Round Lake Beach
1937 N Municipal Way, Round Lake Beach, IL 60073

Voicemail: 847-740-6026 Ext. 327

