



# BEACHFEST 2018

## Not For Profit / Organization Application Outdoor Booth Space

Friday, July 13    Saturday, July 14    Sunday, July 15

ORGANIZATION NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TOWN \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ CELL PHONE DAY OF: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ORGANIZATION EMAIL ADDRESS: \_\_\_\_\_

**YOUR BOOTH DESCRIPTION:** (i.e.: What information will your organization be sharing with our Festival Guests? Will you be handing out flyers? Will you be doing a children's or adult game/contest? Etc.)

Tent    Size:  10x10     12x12

Flyers to be handed out

Children's Games: \_\_\_\_\_

Adult Games: \_\_\_\_\_

Other: \_\_\_\_\_

**Your booth should be set up by (Friday 4:30pm, Saturday: 12:30pm, Sunday: 12:30pm)**

**Please list days you will be @ the Festival:** \_\_\_\_\_

\_\_\_\_\_

### Booth Space details:

- BeachFest is located on the grounds of the Cultural & Civic Center of Round Lake Beach.  
2007 Civic Center Way, Round Lake Beach
- Your booth space will be a maximum of 12'x12' space located outside on the Festival Grounds
- You are responsible for any tent covering, your own table, your own chairs and table covering.
- All signs or advertising must be located within your space
- Booth space MUST be left clean at the end of the event

**BeachFest scheduled hours:**

Friday, July 13 5pm – 11pm      Saturday, July 14 from 1pm – 11:00pm      Sunday, July 15 from 1-9pm

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I acknowledge the following:

- My participation in BeachFest must be approved by the BeachFest Committee and that the decision of the committee is final.
- My booth location will be determined by the BeachFest Committee and its decision is final.
- There are no Public Address or Sound Amplification systems of any type allowed at my area. The volume from any displays must be kept low enough as to not affect surrounding vendors.
- Our organization will not sell any type of items without prior approval of the BeachFest Committee. Approval is very limited.
- We will provide a certificate of insurance naming the Village of Round Lake Beach as additional insured.
- There is no electricity supplied for my space and, no generators are permitted.
- Tents, tables, chairs and any table coverings **are not** supplied by the Festival.

**Organization Representative** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**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 return this information to:**

BeachFest  
1937 N Municipal Way  
Round Lake Beach, IL 60073

For questions: 847-740-6026 Ext. 327

*Applicants should be contacted within 10 days of our receipt of your application*