



Summerfest 2008

20 S. Ardmore Ave. Villa Park, IL 60181

630.834.8970

Food Court Information

- Dates and Times:** Saturday, June 21, 2008
11:00 am to 9:00 pm
- Location:** Ardmore and Park Blvd.
- Booth Space:** Approximately 10'x 10' to be determined.
- Number of Booths:** A maximum of six booths will be accepted and the Commission will assign spaces.
- Space amenities:** Electric will be provided and included in the booth fee. 110 and 220 single phase is available depending on your needs. Vendors will be responsible for supplying their own extension cords.
- Menu Boards:** Each vendor shall post a minimum of two menu boards at least 2' x 3'. These boards shall be clearly legible, list all food items and be visible to the public.
- Pricing:** All prices are at the discretion of the vendor, but will be reviewed by the Summerfest Commission.
- Food and Beverage:** Each vendor will sell exclusive food items and no item may be added after the application has been accepted. All vendors will be able to sell beverages and novelties items.

Sales: All sales will be cash at each vendor's booth. Each vendor will be responsible for obtaining their own currency for change and security for register, The Village of Villa Park are not responsible for the loss or mishandling of vendor's monies.

Sales Tax: Each vendor has the responsibility to report and pay all applicable sales tax.

Setup/Takedown: Vendors may begin setting up at 8:30 am on Saturday, June 21, 2008. All vendors must be completely set up, ready for inspection by 10 am (time is subject to change) on the same date. The DuPage County Health Department and The Villa Park Fire Department will inspect all booths.

Vendors will be allowed to drive to their booth to unload only during setup and take down periods. Once Summerfest is in operation driving on fest grounds is prohibited.

All vendors must have their booth cleaned up by 11:00 pm. Booths must be left in a clean, orderly manner with all garbage picked up.

Health Department: All vendors must meet the requirements established by the DuPage County Health Department for food service. An application must be filed with the department a minimum of two weeks (June 7th 2008) prior to the event.

Insurance: Each vendor is required to present an original certificate of comprehensive general liability insurance in an amount not less than \$1,000,000. The Village of Villa Park is to be named as an additional insured.

Fees: Booth Fee: \$100

All fees must be paid at the time of application and are non-refundable.