



# Food Vendor Application & Contractual Agreement for Participant in the 2024 Milan Harvest Festival



Thursday, August 29<sup>th</sup> – Monday, September 2<sup>nd</sup>

The undersigned hereby makes the application to the Milan Harvest Festival (hereinafter called MHF) to operate a FOOD booth during the Milan Harvest Festival from Thursday, August 29<sup>th</sup> through Monday, September 2<sup>nd</sup>, 2024, according to the under-mentioned terms and conditions.

1. We will operate a both(s) (10 foot by 10 foot or the size of the food truck/trailer) that have been designated to use by the MHF as follows:
  - Thursday, August 29<sup>th</sup> from 5:00pm-10:00pm
  - Friday, August 30<sup>th</sup> from 5:00pm-11:00pm
  - Saturday, August 31<sup>st</sup> from 11:00am-11:00pm
  - Sunday, September 1<sup>st</sup> from noon-11:00pm
  - Monday, September 2<sup>nd</sup> from noon-4:00pm
2. We agree that it will be our responsibility to erect the required facilities prior to the event and that the MHF shall have the right to approve the appearance and type of booth. All booths must be serviced by the festival start time of each day. NO VEHICLES will be allowed in the concession area one (1) hour prior to the festival start time or before the event closes each day.
3. We agree to be bound by the location of our assigned booth, as determined by the MHF.
4. MHF reserves the right to LIMIT types and/or REJECT any concessions. Concessionaires may not sell cotton candy, sno-cones, popcorn, corndogs, funnel cakes, lemonade shake-ups, and/or slushies.
5. We will be responsible for the behavior of our staff and of the public in our booth and will always maintain a reasonable standard of conduct.
6. We will remove all debris each day and have our booth closed no later than one (1) hour after the festival closes.
7. We agree to abide by reasonable rules and regulations as determined by the MHF.
8. We agree to indemnify and save the MHF harmless in respect of any loss or liability or any injuries occasioned.
9. All concessions must post prices in plain view.
10. Small generators are allowed and encouraged.
11. No hydro or water facilities are provided to any booth.
12. MHF must be provided with a certificate of insurance.
13. The MHF reserves the right to rescind this Agreement and to require the booth be vacated in the event of a breach of this Agreement.
14. The MHF and its members assume no responsibility or liability for any loss, damage, or injuries occurring or suffered during the operation of the booth, within the area of operation of the booth, nor does the MHF assume any liability or responsibility for financial loss of any kind.
15. This Agreement is non-assignable without the consent of the MHF.

Space will be sold at \$250 for 10-foot frontage and 10-foot depth and \$50 for each additional 5 feet.

$$\text{space rental} \frac{\text{total feet}}{\text{total feet}} \frac{\$}{\text{space cost}} = \frac{\text{total due}}{\text{total due}}$$

Please do not short yourself on space (include rig tongue & awnings in your space measurements).

**(Please read through both pages, complete, and submit with your payment.)**

Company Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Food Truck

Food Trailer

Food Cart

Truck/Trailer dimensions: \_\_\_\_\_ (frontage) x \_\_\_\_\_ (depth)

Server window (check one for food truck/trailer): \_\_\_\_\_ (passenger side) **OR** \_\_\_\_\_ (driver side)

Menu Items: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Power: (select an option)**

I will supply my own power and will not need any power supplied to me.

I would like access to power for an additional \$50 (payment must be added to space rental).

Voltage needed \_\_\_\_\_ Amp Service needed \_\_\_\_\_ # of outlets needed \_\_\_\_\_

If unsure, please email [milanhavestfestival@gmail.com](mailto:milanhavestfestival@gmail.com) with questions or additional information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Please make check payable to:  
**Milan Harvest Festival**  
**PO Box 104**  
**Milan, IL 61264**

A copy of your signed contract will be emailed back to you as confirmation. Do not assume that you have been approved until you receive your confirmation copy of the contract.