

# Glen Carbon 2017 Homecoming June 16 & 17

## Artist/Crafter Booth Application

1. Business/Organization: \_\_\_\_\_
2. Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_
3. Type of Organization:  
**For Profit** \_\_\_\_\_ (**\$75 per 15 x 15 space**) or **Not-for Profit** \_\_\_\_\_ (**\$75 per 15 x 15 space**)
4. Number of 15 x 15 booths that you are reserving; 1 \_\_\_\_, 2 \_\_\_\_, 3 \_\_\_\_
5. Booth Description  
**Art/Craft Specialty:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Description of equipment that will be placed in the 15 X 15 boothspace(s).  
\_\_\_\_\_
7. Will you require the additional 220 (50 amp) electrical service in addition to the free 110 that is provided with each booth space? Yes \_\_\_\_, No \_\_\_\_

**Deadline for Applications and Fee: June 2, 2017. Accepting applications NOW! All approved booths will be secured on a first come, first serve basis. Please turn in your completed application, fees, signed Rules & Regulation form and proof of Insurance to secure your spot. Thank You!**

- \* For profit booths will be liable for collection sales tax.
- Booth Fees: A "Non Refundable" booth fee is required with the application along with signed Rules & Regulations and proof of insurance.
- Placement of booth: The committee determines placement of all booths.
- Size: All booths are 15 x 15. All vendors' equipment must fit in the 15 x 15 space including trailers, hitches, canopies, etc. Each vendor will get 15' front on Main Street, 10' depth on street and 5' depth on grass. If a vendor requires a larger space, then an additional space must be purchased. Two spaces will be 30' x 15'. We provide the space only! GCCE does NOT provide tents, tables, chairs, etc. for vendors.
- Electricity: Each booth space will be provided with one duplex box (35amps) for electricity (110) for free. We have 4 limited 220 electric services (50amp) for an additional \$25 fee.
- Extension Cords: Each vendor will need to bring a 200-foot (min 14/3 gauge) free from damage extension cord (s). Surge protectors are allowed in the booth space.
- Water: Water will be available from the Village; however there will be no continuous water feed.
- Ice: The GCFD will sell ice from the beer tent.
- **Hours: Set up is on Friday from 8am-noon! All trailers and vehicles that need to be backed into their space need to be set in place by 10am. All other vendors set up between 10am-noon. NO EXCEPTIONS! Booths must be ready for business by 5pm on Friday and as early as Noon on Saturday, but no later than 4pm.**
- Permit to Serve Food: Food and refreshment vendors must contact Kim at the Madison County Health Department, 101 East Edwardsville Rd., Wood River, IL 62095/618-296-6079/ [www.madisonchd.org](http://www.madisonchd.org). If a permit is deemed needed by the Health Department, please apply by June 1, 2017.
- All food vendors are required to have a fire extinguisher onsite!

**Booth fees: For Profit \$75 per space or Not-For Profit \$75 per booth space! Mail to Village of Glen Carbon, Attn. GCCEC, 151 N Main Street, Glen Carbon, IL 62034.**