

HARVESTFEST
Saturday, September 23rd 2023
Wildwood Park District Rule Park
33325 N. Sears Blvd.

Vendors Event: 12:00pm-6:00pm
Vendor Booth Information and Application

Thank you for your interest in the Wildwood Park District (WPD) 3rd Annual Harvestfest. The vendor portion of Harvestfest runs from 12:00pm until 6:00pm and the main event ends at 6:00pm. Below are details and information needed to apply for a vendor booth.

Booth Information

- Booth spaces are 10x10 and the cost of each booth is **\$50.00**. The vendor would provide their own tent, signage, chairs and a 6-8 foot (max) table. The WPD can provide a 6-8 ft. table and 2 folding chairs for an **additional \$10 flat fee. (Checks only)**
- We will have two set up times beginning at 10am, (you will be informed of your set up time after you are approved and assigned a booth #). Please pull into the WPD Rule Park main entrance 33325 N. Sears Blvd. and check-in with the staff member/volunteer, who will direct you to your space. To prevent a traffic jam, we ask that you unload your items at your location and **do not set up** until you have exited the Park and return to the main entrance, where you will be guided to park your vehicle on the grassy area to the left of entrance. You will be expected to break down your booth at closing time; early exits are not permitted.
- Electricity will not be provided.

Vendor Applications and Fees

- Applications can be downloaded and/or filled in at www.wildwoodparkdistrict.com under the "Special Events" tab then click on Harvestfest. They can be emailed to info@wildwoodparkdistrict.com or fax the completed app to 847.223.2820. Applications are accepted on a first come, first serve basis and will be date and time stamped. We will not approve duplicate vendors. You will be notified by email, once your application is reviewed. Booth fees are then due upon approval.
- Please send your **check** for \$50.00 per booth, (plus \$10 table fee if requested) payable to Wildwood Park District and mail or drop off at 33325 N. Sears Blvd. Wildwood, IL 60030 Attn: Front Desk. Please put Harvestfest 2022 on the memo line. Once final payment is made, you will then be assigned a booth number. All monies and applications **must be received by Friday, September 15, 2023**. All requests for refunds must be in writing or emailed to: info@wildwoodparkdistrict.com. *No refunds will be made after September 15th* and a \$25 convenience fee will be deducted from your payment.

HARVESTFEST VENDOR APPLICATION
September 23rd, 2023

Vendor Information:

Organization/Business Name: _____

Address: _____

Contact Person for Event: _____

Phone Number: _____

Email Address: _____

General Booth Information:

Brief description of items to be displayed/sold: _____

Do you want to rent a 6-8 ft table and 2 chairs for an additional \$10 _____

Booth only: \$50 Additional flat fee for 1 table and 2 chairs: \$10

I agree to abide by the rules as outlined in the application letter and understand that all applications are subject to Wildwood Park District's approval.

Vendor signature and date: _____



33325 N. Sears Blvd. Wildwood, IL 60030 847.223.7275

Office Use only:

Approved _____

Date _____

Check # _____

Booth # _____