



P.O. Box 358 ~ Plainfield, IL 60544  
plainfieldfest.org ~ plainfieldriverfront.org  
EMAIL—vendors@plainfieldfest.org

**Plainfield Riverfront Foundation  
Presents  
Plainfield Fest 2017  
Business Booth Application**

Thank you for your interest in Plainfield Fest 2017. We invite you to apply for the Plainfield Fest Business Expo to be held on July 15th, & 16th, 2017. Enclosed is our Business Booth Application. Kindly return the application **filled out completely along with the appropriate fees.**

Location: NEW LOCATION—Riverfront Park / Plainfield—Directions to come.  
Dates: Saturday, July 15th, 11:00 AM start (11 am to 6 pm or later)  
Sunday, July 16th, 12:00 PM start (12 pm to 6 pm)  
Fees: \$150 for a single 10' X 10' space  
\$ 50 additional for corner booth (limited availability)  
\$ 30 for each 110V outlet, you must bring 150 ft of cord (limited availability)  
\$ 30 for any NSF Check received

Deadlines: **Friday, June 16th, 2017**  
No refunds will be awarded after June 23rd, 2017  
**\$30.00 Late Fee for all applications submitted after June 16th, 2017**

**Notification of acceptance or rejection:  
Friday, June 23rd, 2017**

Upon request, retail vendors may be asked to provide two (2) photos representing your products proposed for sale. The Plainfield Riverfront Foundation reserves the right to accept or deny acceptance into the show based on items submitted in photos. You must be able to "show" both days. Please note that the Plainfield Fest Committee reserves the right to require unacceptable items to be removed and eliminated from the show and all future events will be noted. **Before set up, you will need to provide the Plainfield Riverfront Foundation with a Certificate of Insurance with your business name, listing the Plainfield Riverfront Foundation as an additional insured/certificate holder OR sign the enclosed waiver. No applicant will be accepted without these rules followed. If you wish to have photos returned, include a stamped, self-addressed business envelope.**

**Please make payment payable to Plainfield Riverfront Foundation**

Mail Application to:  
Plainfield Riverfront Foundation  
Attn: Heather Heavens  
P.O. Box 358  
Plainfield, IL 60544

If you have any questions, please contact Heather Heavens by email at:  
**[vendors@plainfieldfest.org](mailto:vendors@plainfieldfest.org)**

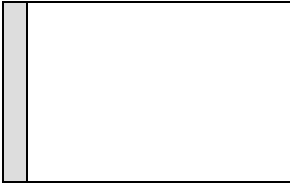
*To create a unique, exciting, and attractive riverfront corridor that links residents to  
Plainfield's history, geography, economy and culture in sustainable ways.*

**Plainfield Fest 2017  
Business Booth Application  
Saturday, July 15th and Sunday, July 16th**

*Application and payment must reach us by June 16th, 2017. All applications must provide pictures of items being sold and applications are subject to approval by fest committee. We will return application fees if you are not selected to participate or you will receive a letter confirming your space.*

**FEES**

10' x 10' Booth	\$ 150.00 each
Corner Booth (limited availability)	\$ 50.00 additional
Electrical Fee (limited availability)	\$ 30.00 For each 110V outlet
Late Fee for all applications submitted after June 16th, 2017	\$ 30.00

Business _____
Contact Person _____ Phone _____
Address _____
City _____ State _____ Zip _____
Website _____ Email _____
Automobile Information: Make _____ Model _____
Year: _____ License Plate Number _____
Number of Booths Desired: _____
Corner Booth? Yes or No (additional \$50.00)
<b>10' x 10' space</b>

<b>Booths are set up side by side in either a street or park like setting. Gray area represents available selling area.</b>
Exhibits and tents may be left standing overnight at owners OWN RISK!

### Tents

Will you be using a tent? YES or NO **Village requires all tents must be secured down with sand bags or cement blocks. Plainfield Riverfront Foundation does not supply tents, tables, or items to secure appropriately. Fest officials reserve the right to deny any entrant based on safety concerns.**

### Electrical

Will you need electricity? YES or NO  
 How many 110V outlets are needed? One or Two

**What are you plugging in?** \_\_\_\_\_

**Number of extension cords** \_\_\_\_\_

**We will provide only the amount requested—no exceptions!**

**Vendors are responsible for own equipment necessary to hook up to distribution box.**

### Must Complete

List items that you will be selling from your space(s). Please be very specific. All items must be listed.

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I understand that exhibits and tents may be left standing overnight at owners own risk. I understand that Plainfield Riverfront Foundation, which is a non-profit organization, is released from any and all liability (including lawsuits) in the event of accidents, fire damage, inclement weather, theft, or for any other reason.

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

**Total Fees:**

Booth Fee (\$150): # of Booths \_\_\_\_\_ = \$ \_\_\_\_\_

Electrical Fee (\$30): # of 110V \_\_\_\_\_ = \$ \_\_\_\_\_

Corner Booth Fee (\$50): \_\_\_\_\_ = \$ \_\_\_\_\_

\*Late Fee \$30.00 after June 16th\* \_\_\_\_\_ = \$ \_\_\_\_\_

**Total Amount Enclosed**                      \$ \_\_\_\_\_

If you have any questions, please contact Heather Heavens by email at:  
[vendors@plainfieldfest.org](mailto:vendors@plainfieldfest.org)