



**Southern Illinois
Irish Fest
Vendor Application**

2024

Deadlines/Notification dates:

Application Deadline: April 12, 2024

Notification of Acceptance by Email: April 18, 2024

Vendor fee Due: with return of application

Vendor Business Name:

DBA: _____

Business Address: _____

Contact Person: _____

Address: _____

Email: _____

Phone: _____

Items being sold: _____

General Information:

Booth Size per vendor: 10' x 10'

Will you be bringing your own tent? _____ YES _____ NO

Will you need a tent? _____ YES _____ NO

Tent rental: \$30.00

Will you need a 6' table _____ YES _____ NO

Table rental \$7.00 each

Will you need any folding chairs? _____ YES _____ NO

Chair rental \$3.00 each

Will you be using a generator? _____ YES _____ NO

Vendor Fees: \$25.00 per booth/vendor

Arrival: Day of vendors to set up between 8:00am-9:00am.

Electricity: We do not provide electricity. Be prepared to supply your own. If you are bringing a generator, we will need to be notified on this application.

Parking: The Park has limited parking. Please be aware. You may need to park on a residential side street. Please be respectful of the residents in the neighborhood.

Food Vendors: You will be required to have a temporary food permit from the Jackson County Health Department. As well, insurance naming the City of Carbondale as additionally insured will be needed. Token system will be reviewed upon application approval.

Liquor vendors: Please contact Laura Chamness for requirements. Token system will be reviewed upon application approval.

Contact us at casey.parker007@gmail.com or lchamness53@yahoo.com or text to 618-303-1876. These are the only contact for vendors for this event.

Thank you for registering. As soon as we receive your application, we will email and invoice for your space. Payment is due at the time of registration. No refunds will be provided.

Early take-downs are not allowed. Should you pack up early, no further invites will be extended for future festivals. You may SLOWLY start packing up at 5:45pm. If you SELL OUT of your product, you may come and find Casey Parker – only her- and let her know, and you may then leave early.

Vendors are to provide their own tables and chairs. If you do not have any, please note this on the application. We can provide them for a rental fee if we know 7 business days prior to event.

If you are a no-show without communicating to Casey Parker, you will not be invited to future festivals.

Cancellations: We understand emergencies come up. If contact to Casey Parker is NOT made, you will not be invited back to future festivals. Contact Casey Parker at 618-303-1876

Please understand, when vendors do not show up it hurts the festival and your reputation as a local vendor.

All payments are due immediately to hold your spot. Invoices not paid within 48 hours will be canceled.

As always, inappropriate or lewd behavior will not be tolerated.

Thank you!