



Vendor and/or Business Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Please describe the merchandise you will be selling _____

This is an indoor two-day event held in downtown Jacksonville.

Vendor placement is based on the type of merchandise and space needed. Please let us know space needed- not to exceed the 8x10 allowed. If you are approved, your location will be at The Plaza or a participating downtown business. MLM vendors will NOT be accepted for this event. Table and chairs are to be provided by the vendor. Electric is not provided but may be available in some locations. Email pictures of your products and/or set-up to Melissa for promotion and application approval. If approved, please post pictures in the event page.

Booth must be set up and ready for sales at event start time.

Keep your space neat, stocked and walkways clear. Vendor fee is for Friday and/or Saturday.

Remove all trash from your area at the end of each day and place in dumpsters, not nearby trash can. Booth can remain set up Friday night. Vendors cannot leave early.

Vendors providing and/or serving food products must comply with all regulations specified by the Morgan County Health Department. Please contact Linda Day with questions at

linda.day@morganhd.com

Booth fees can be paid by mailing vendor form and check to Jacksonville Main Street: PO Box 152 Jacksonville, IL 62651. Payment and form may be dropped at our office: 222 West State St.

Jacksonville or email the form to events@jacksonvillemainstreet.com and pay vendor fees through our "donate" button on our website along with small processing fee.

www.jacksonvillemainstreet.com

Vendor locations and map will be emailed or texted the week of the event. If you do not receive your information, please contact Melissa Hebron by text or email. (217)473-5081

events@jacksonvillemainstreet.com

By signing, you confirm that you have read the application thoroughly and agree to the conditions described. You agree that you will not hold Jacksonville Main Street or The City of Jacksonville responsible for merchandise, sales tax or personal injury for this event. You give permission for your images to be used for promotion purposes. You agree to not reassign your space to another person/vendor.

Number of 8x10 booth space(s) requested: _____ x \$50 each = \$_____

Print Vendor Name

Signature of Vendor

Date

