

LOCAL FEST

Saturday, August 6th : 9AM-1PM



LOCAL FEST NOTES

Welcome to Local Fest! We are so excited to have you join us.

- Vendors are required to register with the Rock Falls Chamber prior to selling.
- There is no fee to sell at Local Fest.
- Sellers must comply with Whiteside County Health Department guidelines.
- This is a sell at free will market, meaning your products, prices, and sales practices are your responsibility.
- Swap Meet, Garage Sale, or "Junk" Style sale spaces are not permitted at this event at any time.
- Vendors must comply with the requests of the Farmers Market Manager and the Rock Falls Chamber in order to be able to sell at the event.
- The Rock Falls Chamber, City of Rock Falls, and all associated with the Rock Falls Farmers Market assume no liability for any vendor or shopper at the event.
- The Rock Falls Chamber reserves the right to make changes to the rules of the event for the safety, prosperity, and well being of the event, its vendors, and shoppers as needed.

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REGISTRATION FORM

Return To : Rock Falls Chamber, 601 W. 10th Street, Rock Falls
For Questions : Call 815-625-4500

Vendor Name : _____ Contact : _____

Email : _____ Phone : _____

Do you have Facebook? Yes ___ No ___

Address/City/State : _____

What do you plan to sell? : _____

I have read and agree to the Local Fest Rules :

Signature : _____ Date : _____

If Under 18, Parent's Signature : _____

VENDOR RULES & DETAILS

LOCAL FEST- 8/6

EVENT HOURS: SAT. 8/6 9AM-1PM

400 W 2ND STREET - ROCK FALLS, IL

CODE OF CONDUCT

Here for Community & Keeping it Positive

The mission of the Rock Falls Farmers Market is to bring joy & fun to attendees and celebrate the best our community has to offer. Vendors are expected to: Have a good attitude towards everyone. Follow the event rules and direction of staff without argument. Their decisions are final. Speak positively about the event. Any vendor who does not follow the code of conduct and event rules may be asked to leave.

VENDOR RULES PAGE 1

FAMILY FRIENDLY

All products and displays must be family-friendly and appropriate for viewing by children. Products for sale - AND GIVEAWAY - must be pre-approved.

FOOD & DRINK

Produce sellers, lemonade stands, and bake sales do not require special permits. All other food, meat, canned goods, and sellers required must obtain permits from the Whiteside County Health Department.

LOADING / SETUP

Vendors may unload at 8AM at the event site. You will not be able to drive down into the vendor area. You will need to bring your own carts and equipment for loading. ONLY 15 minutes in the loading zone, PLEASE! Volunteers will be on-site for questions, but you do not need to check in.

10X10 BOOTH

Booth spaces are 10x10. Additional spaces must be requested in advance.

SUPPLY YOUR OWN STUFF

You must supply your own tables, chairs, tents, etc as you would like your booth setup. Bring a cart and maybe a friend to help you bring items to your booth space. There is no electricity available.

TENTS & TENT ISSUES

All tents must be weighted down for safety concerns. THIS IS NOT OPTIONAL. It is always breezy and storms are common. TENTS ARE DANGEROUS WHEN NOT WEIGHED DOWN. You are liable for any damage caused by your tent. Event staff will remove tents that are not properly weighed down by cement blocks, sand bags, etc.

- MORE RULES ON REVERSE -

VENDOR RULES PAGE 2

COME & GO

Vendors are welcome to come and go at any time throughout the event. Vendors are responsible for managing their own booths during the event.

MAKE \$ AND CONNECTIONS

The Rock Falls Chamber wants all of our vendors to be successful. Feel free to run contests, sell items, do give-aways, bring marketing materials, and show off what your business has to provide.

YOUNG SELLERS

Sellers under the age of 18 are required to be accompanied by an adult during the event. By signing the rules sheet and registering, you give permission for your child to participate and waive all liability for injury occurring at the event.

SPECIAL REQUESTS

If you have special requests, submit EARLY. Spaces will be given on a first come first serve basis. We cannot guarantee your space placement. Priority is given to returning Farmers Market sellers, because of their long-standing support of the community, the Chamber, and this event.

TWO OF THE SAME BRAND

Limit of one vendor per business brand at event. (i.e only one Mary Kay vendor will be accepted, but more than one make-up company may attend.)

CHANGE HAPPENS

We do our best to plan for safety, efficiency, and fun. YES - there are probably 100 ways to setup things up and realize there are other options. WE HAVE CHOSEN A PLAN THAT FITS EVENT NEEDS AND THE MAJORITY OF VENDORS TO THE BEST OF OUR ABILITY. Changes may occur right up to the start of the event for the safety, weather issues, and functionality of the event.

YOU ARE RESPONSIBLE FOR YOU & YOUR CREW

By attending this event you agree to the rules and code of conduct. You are 100% responsible for your booth space, activities, and those working with you. You are liable for any damages, or injury associated with your participation. The Rock Falls Chamber and the City of Rock Falls assume no liability for vendor activities. You must provide your own insurance.

VENDOR / BUSINESS NAME: _____

This seller is under 18 : Parent's Signature : _____

Parent's Name : _____

SIGNED: _____

DATE: _____

Sign online - www.rockfallschamber.com/ssvendorsrules