



***A Very Merry Huntley - 2019
Kris Kringle Market
Application***

**Friday, December 6th
3:00 – 8:00 p.m.**

Municipal Complex Board Room – 10987 Main Street - Huntley

CONTACT NAME _____

Business/Organization Name _____

PHONE _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

E-mail: _____

I / we are a: ☐ Crafter ☐ Home Business ☐ Non-Profit

Please describe the items you will be selling:

The non-refundable \$25.00 fee for space rental is due at time of application in order to reserve your spot. If your application is not accepted, you will receive a refund. Please make check payable to Village of Huntley.

***Please send the completed application along with the fee to: Village of Huntley
Attn: Barbara Read
10987 Main Street
Huntley, IL 60142***

- Each space is approximately 8' wide X 8'deep. Space rental is limited and is on a first-come, first-served basis until the Kris Kringle Market space is filled. Due to the popularity of the event, only one (1) space per person/group. Space assignment will be conducted by a representative of the Village.
- **DISPLAYS AND TABLES:** ***The Village will supply one (1) 6ft. table and two (2) chairs. The Kris Kringle Market will be held in the Village Board Room.*** Participants will be notified of their exact location no later than December 4th.

OVER

- **SET UP:** Vendors may begin setting up at 1:30 pm on December 6th. Everyone must be set up and ready to sell by 3 pm. No one is allowed to start packing up or leave prior to 8:00 pm. A representative from the Village will be present to direct you to your space and you will receive an e-mail confirmation of your participation when your paid registration is received.
- **IN CASE OF RAIN OR SNOW:** All vendors are expected to attend rain, snow or shine.
- **VENDOR ETIQUETTE:** Vendors are expected to wear attire that maintains the wholesome atmosphere of a market. Vendors are strictly prohibited from hawking, crying out, or engaging in activity otherwise designed to attract attention to their products. In the interest of fair trade, those producers found disparaging other vendors' goods or the Kris Kringle Market, risk expulsion from the market and the forfeiture of their space rental fees. Any concerns about another vendor's product should be kept confidential or directed to the Village.
- **CLEAN-UP:** Each vendor is responsible for the removal of all waste and garbage from his/her space at the closing hour of the market.
- **PRICING:** At the discretion of the individual producer.
- **SMOKING:** Smoking is not allowed anywhere on the Municipal Complex property.
- **RESTROOMS:** Restroom facilities are available.

Questions? Please contact Barb Read at: bread@huntley.il.us or (847) 515-5262.

The undersigned vendor assumes all responsibility for, and shall bear all liabilities and expenses relating to the products he/she offers for sale. The Vendor shall save the Village of Huntley, the market and event organizers and the manager(s) and all others involved in the *A Very Merry Huntley* Kris Kringle Market from and against, and indemnify them for all liability, loss, cost, attorney's fees, expenses or damages, howsoever caused by reason of products sold by the Vendor, or any act or omission of the vendor, including but not limited to any injury (whether to body, property, or personal or business character or reputation) sustained by any person or to property, and for any violation of municipal, county, state or federal laws or regulations governing the products of their sale, which may result from the sale or distribution of the products by the vendor.

The Vendor shall further indemnify the Village of Huntley, the *A Very Merry Huntley*, Kris Kringle Market organizer and manager(s) and any others involved in the event from all costs and attorney's fees incurred in successfully defending or prosecuting any dispute regarding a violation of the Rules and Regulation set forth under this Agreement.

The undersigned vendor agrees to abide by all rules, regulations and requirements.

Vendor

Name _____

(Please Print Clearly)

SIGNATURE _____

DATE _____

FOR OFFICE USE ONLY: _____ Completed/Signed Application

_____ \$25 fee Assigned Space: _____