

WARREN SENIOR EXPO

VENDOR REGISTRATION FORM & CONTRACT

SATURDAY, MAY 14, 2022

10:00AM-2:00PM

AMERICAN LEGION

811 Anson St - Warren, IL

For questions or more information please contact Jennifer Hay at the Village of Warren (warrenpd7@gmail.com) or Stacy Kutz-Deline at the United Way (uwoffice@uwni.org)

Organization: _____

Representative/Contact: _____

Phone: _____ Email: _____

Brief explanation of services offered by your organization:

REGISTRATION

- Registration Form & Vendor Contract & Payment should be sent to vofwarr@gmail.com or mailed to Warren Village Hall – 113 Cole Street, PO BOX 581, Warren IL 61087
- Checks should be made payable to: **Village of Warren**
- Cost per booth is a \$50 Donation for For-Profit Businesses
- Booth Registrations are due by: **April 29, 2022**
- 8 Foot Tables will be provided & you have the option of utilizing the full 8 Foot Table or opting for half (4 Foot)

How big of a space would you like? 8FT 4FT

Do you need electricity? Yes No

Spaces with electricity are limited & available on a first come first serve basis

VENDOR AGREEMENT & ACKNOWLEDGEMENT

1. Registration is first come, first serve & only confirmed when payment & contract are received.
2. Vendor booths must be set up, staffed & ready by 9:30AM. The event will open at 10:00AM.
3. Vendor agrees to wait until after the event ends at 2:00PM to tear down.
4. Vendor agrees that they man their table throughout the event & are responsible for cleaning up their booth area.
5. All vendors must conduct business in their designated booth area only.

WAIVER

The Village of Warren, Warren Chamber of Commerce, United Way of Northwest Illinois, Freeport Community Foundation, and/or the American Legion will not be held responsible for any liability, lost or stolen or damaged property or any injury incurred during this event.

My signature below indicates that I have read the above statements and agree to abide by them.

Signature Date