



It's that time of year again! Time to make sure you don't miss out on the action packed nights at Highwood's Evening Gourmet Farmers Market.

Over the past three years, Highwood's Evening Gourmet Farmers Market has gained recognition as one of the best farmers markets on the North Shore, offering something for everyone. Families, friends and business associates gather to dine on amazing freshly prepared delicacies, shop for locally grown produce, artisan breads, cheeses, pastas and wares, listen to live music, dance, sing, and toast to good times. This one-of-a-kind farmers market brings together an eclectic mix from all over the North Shore - and beyond - to enjoy summer evenings in the great outdoors!

Kicking off Wednesday, June 13th, Highwood's Evening Gourmet Farmers Market will run weekly from 4-9pm (note new time) through August 29th, then 4-8pm through September 12th, rain or shine.

What better way to celebrate summer! You don't want to miss the opportunity to be a part of Highwood's Evening Gourmet Farmers Market. Over 30 vendors will be selected to participate this year.

Some new and exciting vendor opportunities this year, aligned with the Farmers Market, include a stand alone Bloody Mary Fest (Sunday, June 24th from 10am-5pm), an Inferno Fest (Wednesday,) and a Garlic Fest (Wednesday, August 15th from 4-9pm) and the world renowned Highwood Pumpkin Fest (Thursday-Saturday, October 18-20).

Highwood's Evening Gourmet Farmer's Market will be moved to a NEW LOCATION – Everts Park which is located between Highwood Avenue and North Avenue (just west of Greenbay Road). The park is a bigger venue with better lighting and more parking.

If you would like to be a vendor at Highwood's Evening Gourmet Farmers Market please contact the Highwood Chamber of Commerce at 847.433.2100. Application forms are also available at City Hall.

ALL FORMS AND PAYMENT SHOULD BE MAILED TO:

HIGHWOOD CHAMBER OF COMMERCE, PO BOX 305, HIGHWOOD, IL 60040

OR FAXED: 847-432-7959

OR DROPPED OFF: HIGHWOOD CITY HALL, 17 HIGHWOOD AVENUE, HIGHWOOD

OR EMAILED: info@highwoodchamberofcommerce.com



Vendor Application for 2012

Date: _____ E-Mail Address: _____

Contact Person: _____

Business Name: _____

Address: _____

City: _____ State: _____

Phone #: _____ Cell Phone: _____

FAX #: _____ Web Address: _____

Space of 10' x 10' is provided as part of the Farmer's Market fee. Any larger space will be charged an additional fee. This will be strictly enforced.

- Vendors may not sell from their vehicles.
- All merchandise must be wheeled/carried to their assigned spaces.
- Vendors must provide their own tent, tables and chairs.
- Vendors must provide their own electrical cords, lighting and source of heat.
- Will you be distributing samples or preparing food on site? YES or NO

All food purveyors who will be preparing food on site or providing samples will be required to have a Lake County Health Temporary Food Service Permit (www.lakecountyil.gov)

Will you be providing wine, beer or liquor samples? YES or NO

State of Illinois Liquor License Number: _____

City of Highwood Liquor License Class: _____

Illinois Sales Tax License Number: _____

PERMIT NO. _____



Vendor: _____

FEE SCHEDULE FOR 2012

Farmers Market Participants:

(must sign up for ALL Farmers Market dates for discount on other festivals)

FARMERS MARKET (14 dates) @ \$150.00 \$ _____
(includes Garlic Festival & Inferno Festival)

BLOODY MARY FEST (June 24, 10am-5pm) @ \$50.00 \$ _____

PUMPKIN FESTIVAL (Oct 20-22) @ \$100.00 \$ _____

Single Event Participants:

FARMERS MARKET (per date @ \$30) # of dates _____ \$ _____
Dates: _____

BLOODY MARY FEST (June 24, 10am – 5pm) @ \$100.00 \$ _____

GARLIC FESTIVAL (Aug 15, 4-9pm) @ \$75.00 \$ _____

INFERNO FESTIVAL (Sept 12, 4-8pm) @ \$75.00 \$ _____

PUMPKIN FESTIVAL (Oct 20-22) @ \$200.00 \$ _____

20% DISCOUNT FOR HIGHWOOD CHAMBER MEMBERS (_____)
(contact Highwood Chamber for details)

TOTAL FEES: \$ _____

♦♦Space provided is 10'x10', for larger space fees double \$ _____ x 2 = \$ _____

MAKE CHECK PAYABLE TO: **HIGHWOOD CHAMBER OF COMMERCE**

All vendors will be notified of their acceptance or rejection via e-mail within 3 weeks of receipt of your application. It is critical that all prospective vendors have a valid e-mail address.
A 50% non-refundable deposit is required within 15 days of your acceptance. The balance of total fees is due on or before May 31, 2012. This will be strictly enforced due to limited space.
(Any questions should be directed to the Highwood Chamber of Commerce – 847-433-2100)



AFFIDAVIT

The participant assumes all responsibility for and shall bear all liabilities and expenses relating to the products offered for sale. The participant shall save the sponsoring groups, market managers, and the City of Highwood, Highwood Chamber of Commerce, their successors, agents and assigns harmless from and against and indemnify them for all liability, loss, cost, attorneys fees, expenses or damages howsoever caused by reason of products sold by participant or any act of omission of participant, including but not limited to any injury (whether to body, property, or personal or business character or reputation) sustained by any person to any person or to property, and for any violation of municipal, 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 participant.

The participant shall further indemnify sponsors, market manager, City of Highwood, Highwood Chamber of Commerce, their successors, agents and assigns from all costs and attorneys fees incurred in successfully defending or prosecuting any dispute regarding a violation of the rules and regulations set forth under this agreement.

I agree to sell or offer for sale only those items listed above. I acknowledge full responsibility for my activities and conduct and those of anyone working in my space at the City of Highwood Farmers Market and hereby acknowledge receipt of the rules operation and agree to comply with them.

_____ (printed name)

_____ (signature)

_____ (date)



Items for Sale:

Please provide a comprehensive list of items you intend to sell. This is the information that will appear on various marketing material to promote your products. All items for sale must be pre-approved to prevent duplications between vendors. *(attach additional sheet if needed)*

List items:

Certificate of Insurance:

All vendors must have liability insurance. You must provide a certificate of insurance naming the City of Highwood as an additional insured. **We must receive the certificate of insurance prior to May 31, 2012.**

Temporary Food Service Permit:

All food vendors are required to apply and must submit the application at least 7 days prior to the event or a late fee of \$31 will be charged by the Lake County Health Department. Visit their website for instructions and application (www.lakecountyil.gov)

Farmers Market Dates: Opening Day is Wednesday, June 13th

June 13 ~ 4-9pm
 June 20
 June 27
 July 4 **see below
 July 11
 July 18

July 25
 August 1
 August 8
 August 15 (Garlic Festival)
 August 22
 August 29

September 5 ~ 4-8pm
 September 12 (Inferno Festival)

**July 4th Farmers Market: consensus of vendors will determine if the Market will be held on July 4th YES NO

If for some reason you are unable to attend a date, you must call (847-433-2100) before 12:00 noon Wednesday to let us know so your space will be held for the next week.

FARMERS MARKET WILL BE HELD RAIN OR SHINE.