

2025 Non-Food Vendor Application & Contract

Polo Town & Country Days

June 26th-29th

601 E. Mason Street, Polo, IL 61064

Phone: 815.297.2994 Email: jdkochsmeier@gmail.com

Vendor Name & Address: _____

Vendor Phone: _____

Vendor Email: _____

Type of Vendor: _____

Accurate Measurement of Footage Required: _____

Electricity required? Please supply accurate information ☐ Yes ☐ No | Volts: ☐ 110 ☐ 220 (max of 50 amps per vendor)

Sketch or photo included of your unit showing hitch location & indicating serving sides. ☐ Yes

Fee based on vendor booth and agreement made with Town and Country Day's representatives.
A \$50 vendor fee must be paid to secure your spot.

ALL VENDORS SHALL ADHERE TO THE FOLLOWING:

1. Vendors location will be determined by the Polo Town & Country Days Committee and will be assigned by Wednesday evening June 25th, 2025.
2. **Hours of operation** are regulated by Polo Town & Country Days, NFP and must be open during festival hours. Hours will be Thursday 5pm-8pm, Friday 12pm-8pm, and Saturday 12pm-8pm. Sunday will be optional 1pm-3pm.
3. Vendors are responsible for their own areas and are to be cleaned daily.
4. All garbage must be disposed of in the dumpster that will be supplied by Polo Town & Country Days and not put in the garbage containers on the Midway.
5. Dumpsters will be furnished by Polo T&C Days, NFP. to be available at various locations for use by vendors to empty their garbage.
6. Alcoholic beverages are not allowed on the Midway.
7. Vendors are responsible for any applicable sales tax.
8. Vendors may set up on Thursday, June 26th, 2025 BEFORE 4:30pm and must be

completely setup and in place by Thursday, June 26th, 2025 at 5:00pm.

9. All vendors are to be dismantled and off the streets by 5:00 pm Sunday June 29th, 2025.
10. Fee based on booth and electrical needs. A minimum amount of \$50 is to be paid in advance to reserve your spot.

ENCLOSED:

☐ \$50 Vendor Fee (You will be contacted if there is an additional fee)

☐ Signed application

Comments _____

_____ Vendor Signature	_____ Date	_____ T&C Signature	_____ Date
_____ Vendor Print Name	_____ Date	_____ T&C Rep Print	_____ Date

Please make your check/money order payable to Polo Town & Country Days NFP.

Thank you for making this event incredible!