



# 2025 Carpentersville's El Grito

Saturday Sept. 13, 2025

Carpenter Park, Carpentersville, Illinois

## Food & Liquor Vendor Application

Application Deadline is September 1st, 2025

### Description of Event:

- El Grito is an outdoor festival celebrating culture, music, and community in Carpenter Park, 275 Maple Ave, Carpentersville, IL 60110
- This year, food vendors may also apply to sell pre-mixed liquor drinks (not beer) under specific conditions outlined below.

### FEES and REQUIREMENTS FOR LIQUOR PARTICIPATION

#### Booth Fees & Payment

- 10x10 Vendor Space (Food + Pre-Mixed Liquor): \$500
  - (Food trucks are included in this rate, Electricity is not guaranteed.)
- Payment is due with your application. A \$20.00 fee applies to any returned checks.
- All vendor fees are non-refundable.

#### Electricity & Booth Setup

- Electricity is extremely limited and will be assigned first come, first served.
  - Food trucks are considered non-electric spaces.
- Vendors must supply their own heavy-duty extension cords (100 ft. minimum).
- You must provide your own tent, tables, chairs, and setup equipment.
  - Tents/canopies are allowed but must be securely anchored.
  - Be advised: booth spaces are on grass and may be uneven.
- Vendors must remain within their assigned booth footprint.

#### Event Day Logistics

- Setup begins at **10:00 AM on Saturday, September 13 and must be completed by 12:00 PM.**
- Vendors are expected to remain onsite for the full duration of the event.
- Early tear-downs are only permitted with prior approval from a festival official and must be walk-out ready.
- Final pack-up is from 11:00 PM to 12:00 AM on event day. All vendors must vacate the grounds by midnight.
- Absolutely no unattended vehicles may be left on festival grounds the night before the event.

### **Clean-Up & Conduct**

- Vendors are responsible for keeping their space clean and must leave their area in original condition.
- All trash, boxes, and materials must be fully removed at the end of the event.

### **Documentation & Confirmation**

- Vendors will receive a confirmation letter/email and a map upon acceptance.
- Directions and final logistics will be emailed prior to the event.
- This is a rain or shine event—there is no rain date. Be prepared for all weather.
- **Each vendor must provide:**
  - **A valid Kane County Health Department Permit**
  - **A Certificate of Insurance (COI) with General Liability coverage**
  - **A completed registration form and signed waiver**
- **A detailed description of booth offerings (photos encouraged)**

### **Liquor Vendor Conditions**

- No beer or open bottles of liquor are allowed at any booth.
- All alcoholic beverages must be pre-mixed and restocked only as sealed, pre-mixed units.
- **Vendors must hold all three licenses:**
  - **Illinois Liquor License**
  - **Illinois Special Event Liquor License**
  - **Village of Carpentersville Special Event Liquor License**
- **Vendors must also provide:**
  - **A Certificate of Insurance that includes both General Liability and Dram Shop Liability, listing the Village of Carpentersville and Carpenter Park as additional insured**
  - **A documented ID verification and alcohol service plan**
- Violations of these requirements will result in immediate shutdown and referral to the Liquor Commission.

**Please make checks payable to “Village of Carpentersville”**

**Mail To:**

Village of Carpentersville, Special Events Coordinator  
ATTN: 2025 El Grito - Food & Liquor Vendor  
1200 L. W. Besinger Dr Carpentersville IL 60110



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## Food & Liquor Vendor Application

Date Received: \_\_\_\_\_

Booth #: \_\_\_\_\_

Electricity: \_\_\_\_\_

Vendor Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Type of Food & Liquor Description:** Please indicate type of menu you plan to provide. To prevent duplicate food items from being distributed, vendors should offer a limited menu. All items are subject to approval. Please give a detailed description of your products/services and include a photo if possible.

**Application Deadline is September 1st, 2025**

- |  |   |
|--|---|
| <input type="checkbox"/> 10 x 10 space (food trucks included) \$500              | <input type="checkbox"/> Certificate of Insurance including:  |
| <input type="checkbox"/> Illinois Special Event Liquor License                   | <input type="checkbox"/> General Liability  |
| <input type="checkbox"/> Illinois Liquor License (Retailer or Caterer License)   | <input type="checkbox"/> Dram Shop Liability  |
| <input type="checkbox"/> Village of Carpentersville Special Event Liquor License | <input type="checkbox"/> Village of Carpentersville and<br>Carpenter Park listed as Additional<br>Insured |
| <input type="checkbox"/> Kane County Health Department Permit                    |   |
| <input type="checkbox"/> Signed Waiver & Acknowledgment                          |   |

**Waiver:** The Carpentersville El Grito reserves the right to refuse any vendor application, should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless the Village of Carpentersville, Carpentersville El Grito, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are not insured by the Village of Carpentersville, Carpentersville El Grito or any sponsoring agents. Exhibitors must make provisions for safeguarding their goods. Exhibitor must have replacement cost insurance for all personal property. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. **ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.**

*Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_