



## MUNDELEIN MUNCH APPLICATION

### July 1-4, 2016

I would like to participate in the 2016 Mundelein Munch.

Name of Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Contact Person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

I plan to sell the following menu items: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is a 220 volt outlet needed? \_\_\_\_\_ Yes \_\_\_\_\_ No  
(Additional \$150.00 hook up charge)

Will a charcoal grill be used? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please return this questionnaire, with you entry fee, to Michael Flynn, Village of Mundelein, 300 Plaza Circle, Mundelein, IL 60060 as soon as possible in order to reserve your spot. Restaurants within the Village limits will be given priority until May 1<sup>st</sup>.

- ▶ Mundelein restaurant before May 1<sup>st</sup> – \$825
- ▶ Mundelein restaurant after May 1<sup>st</sup> - \$850
- ▶ Non-Mundelein restaurant – \$850

The Mundelein Community Days Commission reserves the right to balance the number of food vendors in a particular category in the best interest of the event.

## **Application Procedures & Festival Information**

Please review these procedures and complete the attached application.

### **APPLICATION CRITERIA:**

- ▶ Each applicant must submit a completed application form indicating their proposed menu and electrical requirements.
- ▶ Vendor placement will be made by the Mundelein Community Days Commission based on past participation and the best interests of the festival.
- ▶ The Vendor Application Form needs to be signed and submitted with the participation fee of \$825 for a Mundelein restaurant before May 1<sup>st</sup>; \$850 for a non-Mundelein restaurant, or a Mundelein restaurant after May 1<sup>st</sup>.
- ▶ Vendors will be responsible for obtaining a Lake County Health Department Temporary Food Service Permit. Information will be provided once your application has been accepted. It is the vendor's responsibility to submit the proper paperwork to the Health Department.
- ▶ Each vendor is responsible for their own cleanup. A separate clean-up deposit check in the amount of \$200.00 must be submitted by June 16, 2016. A refund of the \$200.00 deposit will be returned after clean-up inspection following the last night of participation, providing all clean-up is properly completed.
- ▶ Insurance Coverage: Each vendor must provide an insurance certificate reading as follows: *"The Village of Mundelein, its officials, agents, employees and volunteers and the Catholic Bishop of Chicago, a Corporation Sole, and Santa Maria del Popolo Parish are named as additional insureds for products liability and public liability."* This is due no later than **June 16, 2016**.
- ▶ One parking space will be assigned per vendor for deliveries. No other vehicles will be permitted within the barricaded areas. Any unauthorized or improperly parked vehicles will be ticketed. No overnight parking is permitted.
- ▶ A vendor's meeting will be held on June 16, 2016 at 3:00 p.m. to review this year's event and assign vendor locations. A reminder letter will be sent to you.
- ▶ Setup may begin after 6:00 p.m. on Thursday, June 30, 2016.
- ▶ The Mundelein Munch will open at Noon each day. Closing time will be 11:00 p.m.