

Litchfield Chamber of Commerce  
And The Briar Rose  
**Fall Festival**  
October 30th 2021  
EXHIBITOR PACKET  
APPLICATIONS DUE BY FRIDAY OCTOBER 15, 2021

**BOOTH GUIDELINES:** All booths receive a 12' x 12' space. If more is needed to accommodate an awning, larger tent, or food preparation area, **you must reserve more than one space.**

**HOURS:** Booth's need be set up in designated area by 8:00 a.m. on Saturday October 30th. The event will be from 10:00am - 3:00pm

**EXHIBITOR RESPONSIBILITY:** Exhibitors are responsible for furnishing their own tables and displays. Exhibitors are responsible for cleaning their own booth area, both during and at the close of the event. EXHIBITORS ARE RESPONSIBLE FOR THEIR OWN GREASE REMOVAL. NO GREASE WILL BE ALLOWED IN TRASH CANS OR DUMPSTERS.

**FOOD VENDORS PERMIT:** The Montgomery County Health Department (MCHD) requires a food service permit to be obtained for the event days/times. Please contact MCHD at **217-532-2001** to obtain a permit prior to the event.

**CERTIFICATE OF INSURANCE:** The Chamber requires the you furnish a Certificate of Insurance. The Chamber shall not be held responsible for any product or equipment's of the exhibitor.

**RIGHT OF CLOSURE:** The Chamber of Commerce reserves the right to close any booth or trailer offering any item for sale or display deemed questionable, illegal, immoral, or objectionable to the Fall Festival Committee.

**EXHIBITOR CONTRACT:** Contracts must be filled out in full or the contract will be returned. Fees MUST accompany the Exhibitor Contract. **NO REFUNDS WILL BE MADE AFTER OCTOBER 15, 2021**

Litchfield Chamber of Commerce  
and The Briar Rose  
**Fall Festival**  
October 15, 2021

Exhibit Booth Fees (enter all the apply)  
Electrical hook ups will not be available.

Exhibitors	
Number of 12' x 12' Spaces	
Business or Organization before October 15, 2021 \$25.00	
After Oct 15, 2021	\$40.00

Description of exhibit items

---

*Please read carefully: The Litchfield Chamber of Commerce reserves the right to limit sale or display and all items deemed questionable, illegal, immoral, or considered objectionable by the Litchfield Chamber of Commerce. The Litchfield Chamber of Commerce reserves the right to close any exhibit or food offering such items for sale either to the public or privately on the grounds, or for any reason deemed to be in non-compliance with the accepted standards of the Fall Festival Committee.*

CERTIFICATE OF INSURANCE: The Litchfield Chamber of Commerce requires that you furnish a certificate of liability insurance. If none can be furnished, the Litchfield Chamber of Commerce shall not be responsible or held liable in any way for any product or equipment exhibitor.

**Name of Exhibitor:**

---

**Address:**

---

**Phone:**

**Email:**

---

If you would like to receive a confirmation, please list your mail address or include a stamped envelope

**Signature of Exhibitor:**

**Date:**

---

**Please mail all registrations and checks payable to**

**“Litchfield Chamber of Commerce” to:**

**Litchfield Chamber of Commerce**

**P.O Box 334**

**Litchfield, IL 62056**

**Drop off all registrations and checks payable to**

**“Litchfield Chamber of Commerce” at**

**Litchfield Chamber of Commerce**

**400 N. State St.**

**Litchfield, IL 62056**

**Questions or Concerns Contact: The Briar Rose Danell at 217-556-3248**