

**Returning Seller Registration:
August 1st - August 14th**

**Open Registration:
Begins August 14th**

Romeoville Recreation Department
900 W Romeo Road
Romeoville, IL 60446
(815) 886-6222
www.romeoville.org

Autumn Colors Craft Show Application

Saturday, October 1st from 9:00AM-3:00PM

Location: Romeoville Recreation Center - 900 W Romeo Rd, Romeoville, IL. 60446

All information must be filled out completely. Any form with missing information will be returned without being processed. Please make copies of all paperwork for your own records. Return completed pages 1-5 with photos to the Romeoville Recreation Department at 900 West Romeo Road, Romeoville, IL 60446.

SELLER INFORMATION

First Name: _____ Last Name: _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Primary Phone: () _____ Home Cell Work Secondary Phone: () _____ Home Cell Work

Primary E-mail Address: _____ Date of Birth: _____

Website: _____

Facebook: _____ Instagram: _____

***Any refunds will be sent to the seller at the above address only.**

CATEGORY

Check all that apply:

- Accessories - Adults Accessories - Children's Accessories - General Art
- Bath/Body/Skin Care Candles Cards and Prints Ceramics
- Clothing - Adults Clothing - Children's Clothing - Dolls
- Décor - Fabric Housewares Décor - Home Décor - Outdoor Décor - Wall
- Dolls Fine Art Floral Food Furniture Glass Housewares
- Jewelry Knitting and Crochet Leather Metalwork Music and Books
- Painting Pets Photography Plants Pottery Sculpture Soaps
- Toys Wood Signs Woodwork Wreaths

Description of items to be sold (All items you intend to display and sell must be listed on your application):



Please include photos of your finished items and your booth display with your application.



Parks & Recreation Department

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FOOD PERMIT INFORMATION

Vendors that will be selling food items will need to obtain a Temporary Food Permit from the Will County Health Department. The application for the permit and all fees must be submitted to the Will County Health Department by September 1, 2022, otherwise your space will be refunded and you will not be allowed to attend the craft show. Requirements for this permit can be found on the Will County Health Department website www.willcountyhealth.org or you can call the Will County Health Department at 815-727-8480.

SPACE, TABLE, ELECTRICITY, TENT

INDOOR

Number of indoor 10'W x 8'D spaces at \$50 per space: _____ x \$50/space = \$_____

Yes, I would like to rent 8' table(s) at \$10 per table. Tables are available for indoor spaces only.

How many 8' tables do you require: _____ x \$10/table = \$_____

Yes, I require electricity access. Electricity for indoor spaces only. *See Rules & Guidelines for electricity requirements.

TOTAL (indoor spaces + tables) = \$_____

OUTDOOR

Number of outdoor 10'W x 10'D spaces at \$50 per space: _____ x \$50/space = \$_____

Yes, I am bringing my own tent. Tents only for outdoor spaces. *See Rules & Guidelines for tent staking requirements.

Number of tents I am bringing: _____

TOTAL (outdoor spaces) = \$_____

AUTUMN COLORS CRAFT SHOW RULES & GUIDELINES

Please read all information, fill out online application, and attach any necessary documents.

1. The seller accepts all liability for federal, state, and local taxes related to the operation of the said event.
2. FRIDAY NIGHT SET UP (INDOOR ONLY) – Friday, September 30 – between 5:00pm-8:00pm to set up your space.
3. SATURDAY SET UP (INDOOR OR OUTDOOR) – Saturday, October 1 – between 7:00am - 9:00am. No sellers will be permitted to set up before or after these hours.
4. All sellers are required to be at their tables/display, and sell items during all show hours on Saturday, October 1, 2022, from 9:00 A.M. to 3:00 P.M. Please do not pack up early! Like any other business - posted hours of operation are vital. We ask that you keep your commitment to us as well as to the customers attending the craft show.
5. All sellers are required to remove their booth by 4:30pm on Saturday, October 1, 2022. Sellers are required to remove all items, materials, equipment, and waste from your area upon take-down.
6. All tables must be covered to the floor in front. All displays may not exceed the allotted booth space of 10' wide and 8' deep. Promotion of your display items must not infringe upon other exhibitors; therefore, when using freestanding backdrops, displays must be limited to your side and space only.
7. OUTDOOR SPACES ONLY: Tents, tables, and chairs –are allowed to be brought by the seller. Tents, tables, and chairs are not supplied. All tents must have 40 lb. weights per tent leg. Electricity is not available for outdoor spaces. If severe weather is in the forecast for the day of the Craft Show and the Romeoville Recreation Department cancels the outdoor portion of the Craft Show, a full refund will be issued. There are no indoors spaces to relocate to if the outdoor portion of the Craft Show is cancelled. If the outdoor portion of the Craft show is on and running and a crafter cancels, no refunds will be issued.
8. INDOOR SPACES ONLY: Electricity – you must bring your own 50 ft extension cord to reach the outlet. Addition extension cords may be needed. Limited one extension cord for the entire 50 ft, cannot string multiple cords together. Chairs – will be provided for all indoor spaces.
9. Altering of the Recreation Center facility (including cutting or driving nails or tacks into the building floors or walls) is strictly prohibited. Any damage caused to the building, Village property or provided equipment by sellers and/or their displays will be the financial responsibility of the seller.
10. No white elephant or secondhand items may be sold. The Romeoville Recreation Department reserves the right to limit the number of crafters/vendors that will be allowed to sell similar items i.e., jewelry.
*Please note there will be a limit of 4 handmade jewelry crafters, 4 commercial jewelry vendors, 4 candle crafters and 15 commercial/direct sales vendors allowed to register for the show. This will be on a first come, first paid basis.

AUTUMN COLORS RULES & GUIDELINES CONTINUED

11. Raffle ticket sales are not permitted by any exhibitor.
12. Prohibited Items: All items on display should be suitable for people of all ages. Items with nudity, explicit profanity, or sexual content are not allowed.
13. The Romeoville Recreation Department reserves the right to demand the immediate removal of any items that are illegal, deemed inappropriate, or in poor taste.
14. The Romeoville Recreation Department reserves the right to add or delete Autumn Colors Craft Show rules and guidelines as necessary.
15. The Romeoville Recreation Department does not assume responsibility for any seller's items at any time. All items and equipment brought onto the premises of the Recreation Department and into the Recreation Center shall be done at the risk of the seller.
16. Smoking and possession or consumption of alcohol on the Recreation Department property is strictly prohibited. Smoking is permitted outside the building, 25 feet from any door. Violation of this rule will result in the immediate tear down of your booth without a refund and the removal of your application from our files.
17. Please help advertise the show. We will mail all registered seller's postcards. If you participate in other shows, pass our show postcards at your display, or list our show on your list of shows that you participate in with name, date and city. Please post on your website or social media. Follow Village of Romeoville on Facebook – share and like the event from our page. Every hit on your site is an advertisement for our show.
18. Set up information will be sent to all sellers by Friday, September 23, 2022.

The Romeoville Recreation Department reserves the right to enforce the above rules and guidelines.

NO REFUNDS will be issued for cancellations received after Friday, September 2, 2022. Any cancellation received by Friday, September 2, 2022, will be subject to a \$10.00 service fee.

I, the undersigned, agree to abide by all the above rules and guidelines set by the Romeoville Recreation Department.

Signature: _____ Date: _____

AUTUMN COLORS CRAFT SHOW 2022 WAIVER

ROMEOVILLE RECREATION DEPARTMENT --PARTICIPANT AGREEMENT

NOTE: THIS AGREEMENT MUST BE SIGNED BY ALL ADULT PARTICIPANTS AND MUST ALSO BE SIGNED BY A PARENT OR GUARDIAN OF ANY MINOR SEEKING TO PARTICIPATE IN ANY RECREATION DEPARTMENT PROGRAMS OR ACTIVITIES.

WARNING OF RISK

Despite the implementation of all reasonable precautions by the Department, an unavoidable risk of serious injury will always exist when participating in any recreational activity. Not all hazards and dangers can be foreseen. Participants and parents/guardians of minor participants must understand that certain risks and hazards will be inherent to participation in that activity, including but not limited to risks and hazards associated with inclement weather, slip and falls, overexertion and fatigue, disregarding safety rules and instructions, collision with stationary objects or other participants, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating. Additionally, participants and parents/guardians of minor participants are further expressly informed that any program or activity involving the presence of or interaction with other persons can carry the risk of the transmission of disease between such persons, including but not limited to the COVID-19 virus. Accordingly, the Department hereby informs all participants and parents/guardians of minor participants that it is impossible for the Romeoville Recreation Department to guarantee absolute safety for all program and activity participants, or to guarantee that programs and activities are free from the risk of the transmission of disease, including but not limited to the COVID-19 virus.

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

I acknowledge and assume the risks of property damage, accidents, injuries (including death), loss of bodily functions, transmission of disease (including but not limited to the COVID-19 virus), disabilities, medical disorders, pain and suffering, lost income and medical expenses that arise from participation in any program or activity offered by the Department, and my use of facilities, transportation services, premises and equipment provided by the Department. I further acknowledge that the foregoing risks may arise from my own action or inaction, the actions or inaction of other program or activity participants, the conditions under which a program or activity is conducted, or from the negligent actions or inaction (including any failure to warn) of Department personnel, contractors or service providers. I also acknowledge that from time to time, the Village of Romeoville and/or the Department may take photographs or videos with or without sound of me participating in programs or activities offered by the Department for use and publication and/or broadcast in various publications or media, including but not limited to the Village's website, Facebook account or other social media sites or accounts, live internet video streams, the Village's public access cable channel, Department program brochures or materials, and Village or Department informational, promotional or marketing materials, and I hereby expressly grant to the Village of Romeoville and the Department the right to use and publish and broadcast such photographs and videos as contemplated herein, all without compensation or payment for such use and publication or broadcast. In consideration of being allowed to participate in programs or activities offered by the Department, or to use facilities, transportation services, premises and equipment provided by the Department, I hereby release, waive and discharge the Village of Romeoville and its officers, officials, employees, agents, volunteers and contractors (collectively, the "Releasees") from any and all liability and all claims of any kind whether for personal injury, transmission of disease (including but not limited to the COVID-19 virus), property damage or death, arising from participation in any activity or program offered by the Department, arising from my use of facilities, transportation services, premises and equipment provided by the Department, or arising from the use or publication or broadcast by Releasees of photographs or videos of me participating in programs or activities offered by the Department, whether or not caused by the negligence of the Releasees or any of them and further covenant that I shall not sue any of the Releasees with respect to any such liability or claims. In the event that I or anyone else nonetheless makes a claim or files suit against Releasees arising out of any of the above-described matters, I will indemnify and hold Releasees harmless of and from any and all damages or judgments and costs of litigation, including attorney fees. The provisions hereof are to be construed as broadly as possible in favor of Releasees, and this Agreement as a whole shall be governed by the laws of the State of Illinois (without reference to the conflicts of laws rules thereof). If any part of this Agreement shall be ruled invalid by a court having jurisdiction, the balance shall be enforced to the maximum possible extent. I am signing this Agreement freely and voluntarily, having read and understood it and with a full opportunity to consider its substance and with the intention of fully and unconditionally assuming the risks and releasing the liabilities as described above in this Agreement.

COVID-19 REQUIREMENTS

All renters, parents/guardians, registrants and participants are advised that all Romeoville Recreation Department facilities, rentals, activities and uses are required by the State of Illinois to be used or conducted in accordance with State-issued guidelines, as revised or modified from time to time. Among other things, these guidelines may require participants to wear face masks, to wash/sanitize hands, to maintain social distancing, and to have temperatures taken on a daily or more frequent basis. Attendance at this time for any Romeoville Recreation Department facility rental or activities, facilities or uses is limited to renter personnel/participants, and/or registered activity/use participants. No spectators/parents will be allowed entry. All participants will be required to comply with the applicable State guidelines in force at any given time as a condition of their continued attendance at or participation in any Romeoville Recreation Department facility, rental, activity or use. All renters/registered participants of the Romeoville Recreation Department for any rental, facility, activity, use or purpose shall be responsible for being aware and informed of the then-current State and/or Village guidelines related to Romeoville Recreation Department rentals, facilities, activities and uses, and for ensuring that all participants comply with the same.

REQUIRED PARENT/GUARDIAN SIGNATURE FOR MINOR PARTICIPANTS

I am the parent or legal guardian and am registering the above listed names to participate in a program or activity offered by the Romeoville Recreation Department. I have read and reviewed this Agreement, and am voluntarily signing it on behalf of my child/ward in my capacity as parent and legal guardian. By signing below, I am agreeing on behalf of my child/ward to be bound along with my child/ward by all terms and conditions of this Agreement as set forth above, including but expressly not limited to those terms and conditions pertaining to the taking of photographs of program and activity participants, the use and publication of such photographs and the release of all claims associated therewith. If registering online, my online signature will be substituted for and have the same legal effect as an original hard copy signature.

DATE: _____

(Printed Participant Name)

(Participant Signature)