



Presented by



MOTHER'S DAY BOUTIQUE **APPLICATION FORM**

Event Dates/Times: May 7 from 11:00 AM – 8:00 PM and May 8 from 12:00 PM – 6:00 PM

Location: Hudson Crossing Park 65 N. Harrison Oswego, IL 60543

The Village of Oswego invites Oswego businesses to participate in the Mother's Day Boutique at Wine on the Fox. For the fourth year, the Mother's Day Boutique is being offered as an opportunity for Oswego businesses who have products and/or services that would make great Mother's Day gifts or experiences to display and sell at the event. 100% of proceeds for all sales are retained by each vendor. Applicable taxes are required to be charged and paid.

Wine on the Fox is in its 16th year and maintains an average of 4,500 guests over the course of two days. It's free and open to the public to attend with a package fee for anyone wishing to consume wine or beer.

If you are interested, please complete and return the Mother's Day Boutique Application by April 8. Although there is a limited quantity of available 10' x 10' spaces, our goal would be to accommodate as many applicants as possible on a first-come, first-served basis. Applications must be accompanied by a check made payable to The Village of Oswego. After that, a waiting list will be created in the case that additional space opens as the event draws nearer.

Submission Location: Oswego Village Hall 100 Parkers Mill Oswego, IL 60543 ATTN: Julie Hoffman

Participation Fee: \$100.00

All tents, tables and chairs are the responsibility of the vendor.

Set-up/Tear-Down:

Applicants are responsible for providing their own tents, tables and chairs. Please plan to secure each tent using heavy weighted sandbags or like materials. All spaces will be on grass. As such, stakes are acceptable. All tents are required to be free of rips, stains or rust and of a white, cream black or earth-tone color.

Set-up may begin starting at 8:00 a.m. on Saturday, May 7. Tear down from the event will take place on Sunday, May 8 from 6:00 p.m. – 8:00 p.m.

Terms:

This event will be held rain or shine. However, should severe weather dictate the postponement or cancellation of the event for any period of time, the time and space is not guaranteed to be made up.

- *Mother's Day Boutique* booths are required to be open for the entire length of the applicable event date or dates applied for.

**Please mail or deliver the following items to Village of Oswego, ATTN: Julie Hoffman
100 Parkers Mill Oswego, IL 60543. Deadline: April 8, 2022.**

- Completed application form
- Full amount of non-refundable fee of **\$100.00 for two days**
- Description of products and/or services to be sold
- Insurance Coverage - The Village of Oswego requires at least \$500,000 in general liability coverage from vendors. The Village of Oswego, it's officials, employees and agents, 100 Parker's Mill Oswego, IL 60543 is required to be listed as *Additionally Insured* on the certificate of insurance in the Certificate Holder box.

Applicant Information

Contact: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Mobile Phone: _____

Email Address: _____

Description:

Please provide a description of items you intend to sell on a separate attachment. Bear in mind that patrons may want to make a purchase during the event but pick it/them up upon their departure. Consider leaving space in your booth to offer this service. Credit cards as well as cash are encouraged to be accepted.

Signature: _____ **Date:** _____

By signing this document, I agree to all of the terms and information outlined in this packet of information.