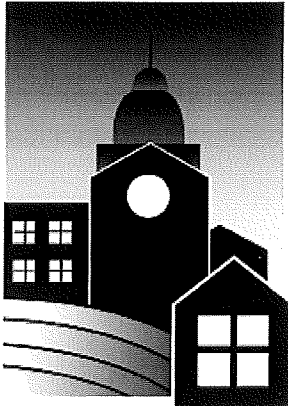


A • D • E • L  
PARTNERS



CHAMBER  
of COMMERCE

P.O. Box 73  
301 South 10<sup>th</sup> Street  
Adel • Iowa 50003

515.993.5472

[chamber@adelpartners.org](mailto:chamber@adelpartners.org)

[www.adelpartners.org](http://www.adelpartners.org)

Dear Friend,

Adel Partners Chamber of Commerce is pleased to offer you an opportunity to sell your products to thousands of people this summer - right here in Adel, Iowa!

The vendor application, contract and electrical needs are enclosed for:

**Adel Sweet Corn Festival  
Saturday, August 11, 2018**

**39<sup>th</sup> Annual Event!**

Over 7 tons of free local sweet corn cooked & given away

One of the largest parades in Iowa

Average attendance: 10,000

Children's activities

Live musical entertainment all day

Beer garden with live music -- evening

**Application Deadline: May 1, 2018**

\*\*\*\*\*

Please read the enclosed information carefully and apply early as space is limited.

Adel Partners Chamber of Commerce strives for a variety of vendors at this event and reserves the right to make a final decision on vendor acceptance. Vendors will be notified of acceptance once application and contract has been received. Please send the insurance binder and electrical form as soon as possible. Requests regarding booth location will be considered but cannot be guaranteed. Please note any requests on the comment/request portion of the application.

Thank you for your support of the Sweet Corn Festival. We hope that this year's event will be better than ever and that you will be here to enjoy it!

Thank you,

*Deb*

Deb Bengtson  
Director, Adel Chamber of Commerce

Questions? Call 515-993-5472 or Email: [Chamber@AdelPartners.org](mailto:Chamber@AdelPartners.org)



# Application for Vendor Space

39th Annual Sweet Corn Festival

Saturday, August 11, 2018

Downtown Adel, Iowa

Sponsored by: Adel Partners Chamber of Commerce

For Office Use Only

Ins. Rec'd \_\_\_\_\_

Pymt Rec'd \_\_\_\_\_

Assigned \_\_\_\_\_

Vendor Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Sales Tax Permit # \_\_\_\_\_

**(Required of all vendors)**

**Products and/or Services to be Exhibited:**

\_\_\_\_\_  
\_\_\_\_\_

**It is necessary to fill out this section. Adel Partners Chamber of Commerce reserves the right to approve all products and services and include descriptions in festival publicity.**

**A. Booth Type**

\_\_\_ Food Vendor 9 AM to 5 PM \$230  
\_\_\_ Food Vendor 9AM to Midnight \$330  
\*\*after 5 PM, booths become part of beer garden\*\*

(Booth measurements: 10 X 20 feet)  
(Trailers measurements from front hitch to back)

Nonprofit Vendor 9AM to 5PM  
\_\_\_ 10 X 10 location \$65  
\_\_\_ 10 X 20 location \$100

Arts/Crafts/Information 9AM to 5PM  
\_\_\_ 10 X 10 location \$95  
\_\_\_ 10 X 20 location \$130

**B. Additional Space** \$50 per each 10 ft space  
Total additional space needed \_\_\_\_\_  
X \$50 per 10ft.= \$ \_\_\_\_\_

Comments/Requests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C. Electricity (FOOD VENDORS ONLY)**

\_\_\_ 9AM to 5PM Vendor \$60  
\_\_\_ 9AM to Midnight Vendor \$110  
\*\*after 5 PM, booths become part of beer garden\*\*

Total \$ Amount (A + B + C) \$ \_\_\_\_\_

- 10% discount to Adel Partners Chamber Members \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

**For proof of liability, please provide current Certificate of Insurance. This is required prior to the event.**

Original application must be signed and submitted to Adel Sweet Corn Festival. By signing this application, vendor is stating they have read and understand the Sweet Corn Festival Rules and Regulations.

**Make checks payable to:  
Adel Partners Chamber of Commerce**

**Mail to: Adel Partners, PO Box 73, Adel, IA 50003**

**Applications due: May 1, 2018**

Vendor Signature: \_\_\_\_\_

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

Staff Use Only:  
Vendor # \_\_\_\_\_

Adel Sweet Corn Festival  
Saturday, August 11, 2018

**Please return to Adel Partners by May 1, 2018**

Dear Vendor:

Please provide the necessary electrical requirements for your temporary electrical needs at the Sweet Corn Festival.

NAME OF VENDOR \_\_\_\_\_

Phone # \_\_\_\_\_

Name of Booth \_\_\_\_\_

Equipment	Quantity	Voltage*	Amps (EA)
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

**\*If 220 Volt is required, please indicate if ends are bare wired or provide plug identification by looking at plug face and providing a drawing here:**

Extension cords are the responsibility of the vendor and should be a minimum of 12 gauge/3wire and 25 foot length for your 120 volt requirements.

## Adel's 39<sup>h</sup> Annual Sweet Corn Festival Vendor Contract

**Date of Event: August 11,2018**

**Please read the following rules and regulations very carefully, as you will be expected to follow every one as printed.**

If you have any questions or concerns regarding the 39<sup>th</sup> Annual Adel Sweet Corn Festival, you may contact Adel Partners Chamber of Commerce using the information below:

Adel Partners Chamber of Commerce

Phone: 515-993-5472 ♦ Email: [chamber@adelpartners.org](mailto:chamber@adelpartners.org) ♦ PO Box 73, Adel, IA 50003

### Sweet Corn Festival Vendor Rules & Regulations

It is your responsibility to supply Adel Partners with accurate information regarding your space needs. Any vendor not fitting within the space reserved on the Vendor Application will be moved or asked to leave the festival. The Adel Sweet Corn Festival and Adel Partners Chamber of Commerce reserve the right to make changes in booth location as deemed necessary for the good of the festival.

Adel Partners Chamber of Commerce reserves the right to reject any merchandise the day of the festival. Merchandise deemed offensive, such as racial or discriminating information, symbols or slogans, or objects that could be used as a weapon or in a destructive manner are strictly prohibited. Violators of this rule will be asked to discontinue selling such merchandise and may not be invited to future festivals.

The Vendor may not assign this Application nor permit any other Vendor to share his/her exhibit space without written permission from Adel Partners Chamber of Commerce. No Vendor can exhibit, pass out literature or put up a sign without an approved Vendor Application with the Adel Sweet Corn Festival.

If the terms of Vendor payment are not met, the rights of the Vendor to the space shall cease and terminate. Space can be re-assigned by Adel Partners Chamber of Commerce. Upon cancellation of space by the Vendor, a full refund will be allowed if the cancellation is submitted to Adel Partners by June 10, 2018. Between June 11 and July 15, any cancellations made will receive a 50% refund. No refunds will be made for any reason after July 16.

Vendor is held responsible to insure his own exhibit, personnel, display and materials from any damage or loss through theft, fire, accident or other cause. Vendor is charged to maintain liability insurance with respect to both property damage and personal injury, doing business with companies of sound responsibility authorized to do business in the state of Iowa. Insurance certificate must be provided.

No Vendor tables or tents are provided by the Sweet Corn Festival or Adel Partners. Vendors are responsible for trash surrounding vending area. Dumpsters are provided. Electricity is limited and available only to food vendors. Large portable generators will provide power at the festival if ordered on application on a first come, first served basis. Personal generators are prohibited.

Vendor spaces will be reserved upon receipt of the full fee. First come, first served. **REGISTRATION DOES NOT GUARANTEE ADMITTANCE.** Space is limited and Adel Partners reserves the right to offer a diverse selection of food and products at the festival.

**Bottled water sales are prohibited during the hours of 9AM to 5PM. To offset expenses of the festival, Adel Partners Chamber of Commerce is the sole vendor of bottled water at the Sweet Corn Festival until after 5PM. Violators of this rule will not be invited to future festivals.**

All Vendor booths must be set up by 8:30 AM on August 11. Maps with space assignments will be provided to Vendors in advance of the festival.

**All Vendor vehicles must be moved off the streets on the festival grounds by 8:30 AM and will not be allowed back in before 5:00 PM. If you must leave before 5:00PM, no vehicles will be allowed on closed streets until after 5:00PM.**

Tear down is at 5:00 PM for 9AM to 5PM Vendors. Vendors staying until Midnight cannot tear down before Midnight.

Please sign and return this form by May 1, 2018.

Vendor Signature: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_