

MERCHANT STREET MUSICFEST

KANKAKEE, ILLINOIS

FOOD VENDOR APPLICATION

The annual Merchant Street MusicFest will be held in Kankakee, IL on July 25 and 26, 2025 in downtown Kankakee. The event is a community celebration featuring local, regional, and national musical talent on 3 stages, great food and drink, and a variety of art vendors.

LOCATION:

Harold and Jean Miner Festival Square
199 S East Ave., Kankakee, IL 60901

DATE + TIME:

Friday, July 25 5PM to 11PM
Saturday, July 26 2PM to 11PM

NOTE: Set up begins on Thursday at 9:00am. Check-in with MSMF personnel when you arrive on site as locations may change each year. Vendors are responsible for their own set up including but not limited to: tables, tents, chairs, and HEAVY DUTY extension cords (12 American Wire Gauge Cords are REQUIRED). The Merchant Street MusicFest cannot be held responsible for cords that cannot adequately handle the current needed for your equipment. MusicFest reserves the right to turn away vendors that are not PROPERLY setup by 2pm on Friday. All trucks and equipment must be out of the festival area no later than 4pm on Friday and 1pm on Saturday. Event will be held rain or shine.

VENDOR FEE: \$400. This fee includes 3 electrical outlets and a 16 ft. frontage space. This is the equivalent of 2 parking spaces. If you need a 220 Volt Grounded outlet, more than 3 outlets, or need more than 2 parking spaces, the fee is \$450. Completed forms must be submitted with proof of insurance no later than May 31, 2025. You will be notified once all applications have been reviewed and vendor selections are made. Payment will be requested at that time, and must be received no later than June 30, 2025.

LICENSING & INSURANCE: Please make sure you have a current food vendor license registered with the Kankakee County Health Dept. For more information, go to www.kankakeehealth.org. Vendors must have \$1 million liability insurance, listing the City of Kankakee as the certificate holder as follows: City of Kankakee, Merchant Street MusicFest, 199 S East Avenue, Kankakee, IL 60901.

**PLEASE NOTE: SUBMISSION OF THIS APPLICATION DOES NOT CONFIRM YOUR PARTICIPATION.
YOU WILL BE CONTACTED ONCE YOUR APPLICATION HAS BEEN REVIEWED.**

NAME OF ORGANIZATION: _____

CONTACT PERSON: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

WEBSITE AND/OR PRODUCTS BEING SOLD: _____

110 V OUTLET REQUESTS

Merchant Street MusicFest utilizes electrical distribution panels for vendors. For safety purposes, we only use GFCI outlets on those panels. GFCI outlets sense any imbalance of current that may be flowing through the outlet. This imbalance will allow the circuit to “trip” and cut power to the outlet as quickly as one-thirtieth of a second to protect the public and individuals using these circuits. Note: devices such as crock pots, warmers, electric skillets, snow cone machines, cotton candy machines and fluorescent lighting MAY cause a GFCI to trip, but in most cases this will not occur if the equipment is safe. We require specific information to ensure uninterrupted service.

All devices will require a specific voltage and current to operate properly. Please list ALL potential items that will be plugged into these outlets. This information can be found on your equipment. Place additional items on separate paper if needed. Three (3) outlets are included with your vendor fee. Additional outlets will be charged at \$25 each.

DESCRIPTION OF DEVICE	VOLTAGE OF THIS DEVICE	CURRENT OF THIS DEVICE
_____	_____ VOLTS	_____ AMPS
(FOR EXAMPLE: CROCK POT)		
_____	_____ VOLTS	_____ AMPS
_____	_____ VOLTS	_____ AMPS

220 V OUTLET REQUESTS

220 Volt outlets are rated at 50 Amps. Identify the number of outlets that will be required to maintain electrical power for your business. Please have your cords wired for the outlet (above) when you arrive.

Can your business be powered off of a single 220 Volt Circuit? YES NO

Number of 110 Volt 15 Amp GFCI Outlets _____
Number of 220 Volt 50 Amp Grounded Outlets _____

Service Window: Driver Side Passenger Side

I have read and understand the principles above including the use of GFCI outlets for the safety of the vendors and the public. If I need to make changes to this form prior to MusicFest, I will contact MusicFest staff (info@merchantstreetmusicfest.com). When I arrive on site for set up and the duration of MusicFest, I promise to be honest about the amount of electrical items I am plugging in. This is for the safety of the public as well as myself.

Vendor Signature

Date

MORE INFORMATION

merchantstreetmusicfest.com

FOR OFFICE USE ONLY
NUMBER OF GFCI 110 VOLT DUPLEX 15 AMP OUTLETS NEED FOR THIS BOOTH _____
NUMBER OF 220 VOLT 50 AMP GROUNDED OUTLETS _____