

2024 Alton Expo Vendor Form

Organization/Business Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Email: _____

Phone Number: _____

Product Selling/Distributing: _____

No beverages are allowed to be sold. All beverages will be sold by the Alton Amphitheater Commission. Food vendors will not be allowed to sell any product already being sold by Luehr's Ideal Rides. This includes:

Cotton Candy
Corn Dogs/Hot Dogs
Ice Cream

Caramel Apples
Popcorn/Kettle Corn
Funnel Cakes/Elephant Ears

Snow Cones or Shaved Ice
Lemon Shake Ups
French Fries

If you are selling food items, you must obtain a temporary food license from the Madison County Health Department at 618-692-8954. They will provide inspections on site the first day of operations and issue permits at that time. If you already have a food license, you will still need to contact the Madison County Health Dept. and complete the form.

As a vendor, **you must participate in all four days** of the Expo and be open during all hours of operation:

Thursday, September 5, 5pm to 10pm

Friday, September 6, 5pm to 11pm

Saturday, September 7, 1pm to 11pm

Sunday, September 8, 1pm to 6pm

Any vendor who fails to participate during all days and times listed above will not be allowed back in future years.

Set-up will begin at 9am on Thursday, September 5. Your load-in must be complete by 3pm on Thursday, September 5. On-site contacts will be Park Deputy Director Lyndsey Younger (618-463-3580) and Amphitheater Commissioner Dan Herkert (618-447-2939).

Food Vendor Fee: \$150

Non-Food Vender Fee (Non-Profit): \$50

Non-Food Vender Fee (For-Profit): \$75

All vendors will receive a 10' x 10' space. There is limited power available for food vendors and will be allotted on a first come, first served basis. Vendors must provide their own extension cords, tables, and tents and must comply with all on-site instructions. While the grounds will have 24-hour security, it is your responsibility to secure all valuables each night.

All vendor applications must be completed and submitted to Deputy Parks Director Lyndsey Younger at lyounger@cityofaltonil.gov or 2 Emma Kaus Lane, Alton, IL 62002 no later than noon (12pm) on Monday, July 15, 2024.

Vendors will be considered by the Amphitheater Commission at its regular meeting on Monday, July 15, 2024 at 4:30pm. Approved vendors will be notified of their participation no later than 5pm on Monday, July 22, 2024.

Following notification of vendor approval, vendors must submit all payments, licenses, and proof of insurance to Deputy Parks Director Lyndsey Younger, 2 Emma Kaus Lane, Alton, Illinois 62002, no later than 5pm on Friday, August 23, 2024. Any vendor who fails to submit payment and other necessary information will not be allowed to participate in the Expo. Checks should be made payable to ***City of Alton – Amphitheater Commission***.

Questions should be directed to Deputy Parks Director Lyndsey Younger at younger@cityofaltonil.com or (618)-463- 3580.

All decisions of the Alton Amphitheater Commission are final.