

**DOWNTOWN**  
**ROCK ISLAND**

*presents*

# YA MAKA MY WEEKEND

Saturday, August 12, 2017

A Caribbean street  
festival atmosphere with  
authentic island style  
music, food and vendors.

[downtownrockisland.org](http://downtownrockisland.org)

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## Ya Maka My Weekend 2017

### Vendor Agreement Form

Ya Maka My Weekend, "The Original District Festival" celebrates Caribbean culture with ethnic foods, live reggae and Caribbean music, palm trees and sand. This festival enjoys a Midwest regional draw and continues to be *the* reggae event of the summer.

*The deadline to register is Friday, July 21, 2017.*

### Company Name

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### Address

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### Contact Name

### Email

### Phone

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### Signature

### Date

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### Illinois Business Tax #

If you are an out-of-state vendor, you will be required to complete form IDOR-6-SETR, Special Event Tax Collection Report & Payment Coupon with the Illinois Department of Revenue.

### List of Products & Prices

Food vendors must sell a minimum of one (1) signature Caribbean themed menu item unless previously

## Electric

### Requirements

Electricity is 110v, GFP (ground fault protected). 220v, single phase, 30 amp outlets are available on a limited basis. Please contact the events coordinator for specific electrical needs. Broken cords and faulty equipment will cause outlets to trip.

**110v (20 amps)** \_\_\_\_\_

**220v** \_\_\_\_\_

**Outlets Needed** \_\_\_\_\_

## Space & Staff

### Requirements

Standard booth size is 10' x 15'

**Space Needed** \_\_\_\_\_

**# of staff member wristbands needed** \_\_\_\_\_

**By signing this form with The District, Inc., you, the vendor, agree to comply and bind yourself to the terms and conditions set forth within this contract.**

Included in this packet is a map with your booth location, plus locations for water, ice, dumpsters, electricity, entrances, and general festival information.

### **1) Event hours**

Saturday, August 12, 2017      4:00 p.m. - 12:30 a.m.

*\*We will open for lunch from Noon to 1:30pm to allow the downtown businesses to sample food before the actual gates are charging admission, however, participation in the lunch is optional.*

All vendors must be open all event hours. The music stops at 12:30 a.m. and vendors must have stopped serving by 2:00 a.m. per the Rock Island Police Department. Setting up late or leaving early is subject to dismissal from event and may be cause for disqualification from future events.

### **2) Food, Beverage & Merchandise Items**

Only the items listed on your contract may be sold. Any items not listed will not be allowed at the festival.

### **PRICES MUST BE POSTED AND IN CLEAR VIEW TO FESTIVAL PATRONS**

Merchandise must be suitable for all ages. No glass pipes or smoking paraphernalia will be allowed. No reproduction merchandise (ie. Tommy, Nike, etc.) will be allowed. No items can be sold using the name Ya Maka My Weekend or The District, Inc. on the merchandise. The District, Inc. reserves the right to discuss the menu with you before the festival as no duplications of food items are allowed. You will be notified of the approved items to be sold.

### **3) Health Requirements**

Food vendors must obtain a Temporary Food Permit from the Rock Island Health Department, 1528 Third Ave., Rock Island, (309) 732-2910. Temporary License Fee is \$35.00 if obtained more than 2 working days prior to event, \$70.00 if obtained less than 2 working days prior to event. The Health Inspector issues licenses on-site, after your booth passes inspection. No food can be served until inspection has been passed. Please be ready for inspection by 11:00 a.m. on Friday to ensure that your booth can be open on time. Please note: the time of inspection may vary, as there is only one health inspector and several food booths.

### **4) Damage**

Vendor is liable for all damages caused by vendor for any reason. The District, Inc. assumes no liability and makes no warranties whatsoever including, but not limited to, the preparation of food and the condition of the booths.

### **5) Insurance**

All vendors are required to submit a Certificate of Insurance in the amount of \$300,000 (minimum) personal injury and \$50,000 property damage. The District, Inc. is to be named as the additional insured party. This must be submitted with executed contract no later than the deadline date.

### **6) Electricity**

Each outlet pulls 20 amps of electricity. Please indicate on your contract the number of outlets you will utilize during the event. Power will be provided only if requested on contract. 220v single phase, 30 amp outlets are available on a limited basis. Vendors must provide their own lights and extension cords. All cords must be duct taped down to the ground. If you have electrical problems during the festival at your site, report it immediately to the staff.

## 7) Water

Water will be available at designated hydrant locations. You will need to provide your own containers for water transportation. **Hoses cannot remain attached directly to the hydrants and will be disconnected by District staff immediately.**

## 8) Ice Service

Vendors may bring in their own ice.

## 9) Parking

Street parking/parking lot spaces are available outside the footprint of the festival, in designated and/or clearly marked areas. The City of Rock Island provides free parking in these areas only from 5:00 p.m. on Friday until 7:00 a.m. on Monday. The District, Inc. assumes no liability or responsibility for any vendor vehicles or their employees. Please see the Events Coordinator for additional information. Restock vehicles are not allowed to park within the festival grounds.

## 10) Security

Police officers will be on site during all event hours. A security guard will work overnight Friday and Saturday nights. Please secure your area before your leave. The District, Inc. is not responsible for any lost or stolen goods or products.

## 11) Garbage

All garbage needs to be taken to the dumpsters designated for vendors. You will be advised of the location prior to the event. Boxes must be broken down. Vendors must supply their own containers and garbage bags for their location. All Plaza or sidewalk waste containers are for customer use only. **DO NOT LEAVE YOUR TRASH BEHIND YOUR BOOTH. DO NOT DUMP GREASE DOWN DRAINS.** Failure to comply with these rules will result in exclusion in future events held in The District, Inc.

## 12) Clean Up

You must leave your booth space in the same condition it was at arrival. Please note that there are no disposal facilities for grease and/or charcoal. Vendors using grease and/or charcoal are urged to place plywood under their tent. **Dumping grease and/or charcoal into sewer grates, porta-potties, dumpsters, or any other illegal dumping site is strictly prohibited and may result in a fine. Anyone leaving grease and/or charcoal behind at the festival will be dismissed from the event with no refund and will not be considered for future events.** Propane tanks cannot be left at the festival site. Failure to remove tanks will result in a fine.

Vehicles will not be allowed within the festival grounds until 2:00 a.m. for the safety of our customers. You must remove product by handcart before then. The Event Coordinator will advise you when it is safe to enter with a vehicle. Your space must be cleaned and vacated entirely by 10:00 a.m. on Sunday, June 11, 2017.

## 13) Admission Passes

All booths will be given a maximum of ten (10) wristbands for their employees. Wristbands will be handed out during booth set up. No additional wristbands will be given out. Wristbands are for entrance purposes only and do not indicate legal age. Additional all-weekend employee wristbands may be purchased at reduced cost from the Event Coordinator.

## 14) Right to Eject Vendors

The District, Inc. reserves the right, in its sole discretion, with or without cause, to eject a vendor. If a vendor is ejected during a festival, The District, Inc. will retain all monies paid. The District, Inc. also reserves the right to restrict the vendor from participating in future festivals at its sole discretion, with or without cause. If a vendor is denied participation in future festivals, any deposit made for future events will be refunded. The District, Inc. will not be responsible for any damages resulting from the ejection of the vendor.

## **Fee**

### Schedule

Please sign and return contract including full payment amount no later than the registration deadline date. If payment is received after deadline, a \$15 late fee will be assessed. No payments or contracts will be accepted after Friday, July 21, 2017.

\$100	Food Vendor
\$50	Merchant Vendor

If payment is not received by date due, booth space may be forfeited. Only cash, certified checks or money orders will be accepted. All money orders or certified checks should be made payable to: The District, Inc.

Vendors should remit payment, along with contract and insurance information to:

Downtown Rock Island Partnership  
100 19th St., Suite 109  
Rock Island, IL 61201

Deposit and other payments are non-refundable, including loss or cancellation due to inclement weather or other events beyond the control of The District, Inc.

**ALL PAYMENTS MUST BE RECEIVED IN FULL BEFORE YOU WILL BE ALLOWED TO SET UP.  
ABSOLUTELY NO EXCEPTIONS.**