



2025

HOPE FEST MARKET

(Arts, Crafts, Collectibles & Stuff)

Saturday, September 6 – 10am to 6:00pm

Sunday, September 7- 12:30pm to 6:00pm

**Limited to 20 food vendors for 2025, priority for 2026 will be given.*

***Your Food Vendors Fees Benefit the Herrin House of Hope Operations*

You Can Register by Clicking the **HOPE FEST MARKET FOOD VENDOR REGISTRATION LINK**
ON OUR WEBSITE at HopeFestEvent.Org

HOPE FEST MARKET **FOOD** VENDOR APPLICATION & CONTRACTUAL AGREEMENT

In executing this agreement, the named food vendor acknowledges that the conditions
in this form have been read, understood and will be followed.

FOOD BOOTH NAME: _____ **CONTACT NAME:** _____
PHONE: _____ **EMAIL:** _____ **WEB/FB SITE:** _____
ADDRESS/CITY/ST: _____

_____ **Food Vendor Booth \$150 (15'x15')** _____ **# Additional Vendor Space needed \$75 each**

Food Type: (Mark All) _____ **Fresh Food** _____ **Food Pre-Packaged** _____ **Beverage Pre-Packaged** _____
_____ **Made to Order Beverage** _____ **Candy/Snacks** _____ **Other** _____

Will you be using a QUIET generator at your booth: Yes or No

Do You Have a Food Handlers Certificate: Yes or No (A Copy should be provided with app or emailed)

Do You Have a Certificate of Insurance: Yes or No (A Copy should be provided with app or emailed)

Please give a short description of the fresh food, made to order beverages and/or pre-packed food or beverages or other things & pricing:

Sign that you have read & consent to the 4 page HOPE FEST MARKET FOOD VENDOR Contractual Agreement:

Print Name: _____ **Signature:** _____

Date: _____ **Amount Sent: \$** _____ **Circle one: Cash / Check#** _____ **/ Credit Card**

You can register & pay through the online link at HopeFestEvent.org or you can Make checks payable to: Herrin House of Hope and mail to or drop off by the **August 30** deadline to 5208 Meadowland Pkwy, Marion, IL 62959.

Approved: _____ Not Approved: _____ Date: _____
Signed: _____
Hope Fest Event Director or HHOH Exec Director

HOPE FEST MARKET **FOOD VENDOR CONTRACTUAL AGREEMENT**

In executing this agreement, the named vendor acknowledges that the conditions in this form have been read, understood and will be followed.

1. Hope Fest Market is committed to creating a diverse Market with a wide variety of quality products including Arts, Crafts, Collectibles and more stuff, including upcycled & refurbished items, specialty products, Handmade crafts or craft-like items, jewelry, boutique clothing or accessories, unique décor, and artistic items are encouraged, along with Information & Direct Sales type booths. **Under our Hope Fest Market FOOD Vendor Contractual Agreement- you are allowed to serve prepared foods & beverages, baked goods, pre-packaged foods, snacks or other things as indicated in the above approved agreement. No non-food or non-drinks items may be sold by a Food Vendor. Please request a Vendor form to sell any of the items listed above that are not listed in the bold section.**
2. Hope Fest Event Team reserves the right to accept or refuse anyone as a Food Vendor, and by no means will allow the following: fireworks, firearms, pornographic items, offensive pictures, illegal items, things promoting drug or alcohol use, items infringing upon registered trademarks or copyrighted products without official authorization or anything that would bring harm to the property or reputation of the Herrin House of Hope, Hands of Hope Foundation or our grounds host Community of Faith Church.
3. Food Vendors must adhere to the Perry-Williamson Bi-County Health Department rules and regulations.
4. All food vendors must provide proof of Insurance and a copy of their Food Handlers Certificate.
5. We will try to prevent direct redundancies in Food Entrées, Specialty Beverage or other special food items sales. Redundancy will be allowed for certain basic side items and some basic beverages.
6. A Food Vendor in good standing from this year, will be given priority for a market spot in 2026.
7. All items sold must be listed by category in your application and will be pre-approved by the Hope Fest Event Team, which reserves the right to refuse the sale of any Food product or item that is not deemed to meet qualification standards or is already exclusive to another Food Vendor. If you have any questions or have a unique situation (please contact Troy Benitone, Hope Fest Event Director, Troy@hohfoundation.org or John Steve, Exec Director, Herrin House of Hope, steve87success@yahoo.com) before the event. The Hope Fest Event Team reserves the right to approve or refuse the sale or display of any product or item - at any time before or during the event.
8. **No guns, blades, bows & arrows, or weapons of any kind, real or simulated, will be allowed.**
9. Should a Food Vendor attempt to sell or display products that have not been pre-approved. The Hope Fest Event Team has the right to prohibit the sale of those items and/or shut down the booth if necessary.
10. Should a booth be shut down due to breach of this contract, no refunds will be given to the vendor.
11. Additional photos or videos may be requested, if need to complete and confirm qualifications.

BOOTH FEES FOR FOOD VENDORS:

Initial food vendor booth fee is \$150.00 per 15' x 15' booth space or trailer

Additional booth space is a fee of \$75 ea.

(If you want 1 Space \$150. 2 Spaces \$225, 3 Spaces \$300, etc....)

The Illinois Department of Revenue requires all vendors to have their own Illinois Tax Identification number if they make retail sales. If you do not have a Tax I.D. number, then you must fill out an Illinois sales tax form that the state provides for vendors and temporary sales type vendors to report to the state of Illinois sales tax collected on your sales from this event.

HOPE FEST MARKET EVENT TERMS and CONDITIONS:

1. Hope Fest will be held on the Grounds of Community of Faith Church: Shine/Rain at 5208 Meadowland Pkwy, Marion, Illinois. The vendor areas will be open grounds both grassy and parking lot surface areas. We do not guarantee protection from any elements. All tents, canopies, booths, or shelters must be safely constructed and free of hazards. Spikes may be driven in the ground for necessary support of any of the booth components, but please be considerate of the bordering vendor's booth space. All exposed tent stakes must be covered.

2. Vendors are responsible for providing their own tent, tent weights, tables, chairs, and necessary equipment & supplies to conduct business. Tent weights and/or tie-downs are highly suggested due to unpredictable weather conditions and for the safety of all at Hope Fest.
3. Vendors are required to clean up after themselves during the event and after the event. Keeping your booth maintained in a clean, safe, and sanitary manner is expected. Trash can be taken to the designated dumpster on the grounds.
4. Vehicles are only allowed into the Hope Fest Market area during set-up and tear-down at designated times and by the approval of the Hope Fest Event Team. A special designated parking area will be available for vendor vehicles during the time Hope Fest is being held.
5. Restocking or delivery vehicles will not be allowed in the Hope Fest Market area after the initial set-up. A golf cart may be available upon request of the Hope Fest Event Team; special access can be arranged if discussed in advance. The vendor parking area will be on the grounds.
6. Set-up is allowed at assigned space only. The assigned space will be determined on a first-registered basis before the event.
7. **Electric is not included in your booth cost.** We might have limited plugins if requested in advance. We will also give you access to our on-campus kitchen and Walkin Fridge or Freezer for limited use and storage needs must be made by advance request. **You are allowed to utilize a QUIET generator at your booth.** But it must be marked on your application so we can position your booth so that it has adequate space for it to be placed behind the scenes.
8. Breakdown of Booths can't take place till the end of the day either Saturday or Sunday after 6:00pm. Food Vendors who sell out early must keep their booths set up and post a sign letting customers know they have sold-out. Selling out is a great thing and it is a time for you to network with your fellow vendors, take special orders, hand out business cards, share your story, or go enjoy the rest of HOPE FEST, and a reminder to bring more stuff next year 😊!
9. No pets are allowed unless they are for Special Needs or Service Animals.
10. Each food vendor is responsible for their own collection and remittance of any appropriate sales tax in accordance with laws.
11. Any person attempting to do business or setting up a display without having properly arranged space will be removed from the grounds.
12. No refunds will be issued in the event of cancellation due to the weather. If a vendor needs to cancel before August 30 - only 50% of the booth space fee will be refunded. **NO REFUNDS after August 30.**
13. Vendor Booth fees must be paid accompanying this through our online registration link. Or a personal check can be accepted until August 30. After August 30, only online registrations, cash, cashier's check or money order will be accepted.
14. It is the responsibility of the food vendor to obtain and have on-person all the licenses, insurance certificates and permits required for the sale of the vendor's products. Your booth and its contents are NOT covered by our event insurance or hosts insurance. Check with your insurance agent to see what coverage you might need.
15. Hope Fest Market Food Vendors are responsible for their own merchandise and sundries. In no way can a vendor hold Hope Fest or the Hope Fest Event Team, nor any of the supporting teams or organizations, directors, officers, agents, and employees liable for any loss or damage to any merchandise or personal property in or about the booth and park, regardless of the cause of such loss or damage.
16. Food Vendors shall hold harmless the Herrin House of Hope, Hands of Hope Foundation & Community of Faith Church, and any of the supporting teams or organizations, directors, officers, agents and employees from and against any and all expenses, claims, actions, liabilities, attorney fees, damages & losses of any kind whatsoever, actually or allegedly, resulting from or connected with the operation of said exhibit.
17. The Hope Fest Event Team reserves the right to prohibit the display and/or sales of items by anyone in non-compliance with any of these conditions.

HOPE FEST 2025 SCHEDULE / HOURS OF OPERATION: *

Friday, September 5 5:00pm - 7:00pm - EARLY SET-UP.

Friday, September 6 7:00am – 9:30am – SAT MORNING SET-UP

Check-in at Hope Fest and Receive assigned Booth space/s.

Weekend Admission wristbands (x4), and parking passes (x2) will be given at check-in.

Additional parking passes and wristbands may be purchased at \$5 each.

9:30am - All vehicles must be out of the Hope Fest zone & parked in the designated vendor parking.

10:00am – Hope Fest opens & 6:00pm – Hope Fest closes.

Saturday, September 7 11:00am-12:00noon -SUN MORNING RESTOCK

You can access the Hope Fest zone and your booth with your vehicle briefly to restock.

You need to be parked in the designated vendor parking by 12:00 noon.

12:30pm – Hope Fest “Classic Family Fun Day” Opens & 6:00pm Hope Fest Closes

PLEASE SUSPEND SALES DURING THE 12:30p OPENING PRAYER & NATIONAL ANTHEM!

Please do not begin early tear-down! Tear-down & load out can begin after Hope Fest Closes at 6:00pm.

After packing up, please check that your assigned space and immediate surrounding area has been restored to its condition prior to Hope Fest. All trash must be removed or taken to the ground's dumpster.

- **REMEMBER:** Vehicles are not allowed in the HOPE FEST area during event hours for the safety of attendees.
- The Hope Fest Event Team requires vehicles out, 30 minutes before opening (9/6@10a & 9/7@12:30p) and they can return after the close at 6pm. Breaking any of these conditions will jeopardize participation in future events.
- Our Schedule is subject to change and will be adjusted Weather permitting. All decisions made by the Hope Fest Event Team are final.
- You must abide by Bi-County Health Department codes and carry a Food Handlers' Certificate, and provide a copy of both with your application or email them to Troy@hohfoundation.org so they are on file before the event.
- Hope Fest is made possible by a dedicated group of volunteers and sponsors. The safety of attendees and guests is of utmost importance and all decisions are made with this in mind. We hope you enjoy your time at Hope Fest.

If you have any questions:
please contact please contact
the Hope Foundation's Office at
618-997-2940

You can also reach out to

Troy Benitone,

Hope Fest Event Director,

Troy@hohfoundation.org

(217-725-7565)

or John Steve, Exec Director,

Herrin House of Hope,

steve87success@yahoo.com

(618-751-0053)

Hope Fest is held on the grounds
of Community of Faith Church at
5208 Meadowland Pkwy,
Marion, IL 62959

