



~ 2024 Vendor Space Application ~

~ September 21st 10:00am-5:00pm & 22nd 11:00am-4:00pm ~

Application

Review the information page, complete the application, **mail check payment and completed application to Abby Needham 1567 Grand Dr. Unit 1 DeKalb, IL 60115 - 1st come, 1st served.** Payment will be returned if your application is not approved/accepted. If your application is received after **8/20/2024, increased fees apply** and we cannot guarantee space availability.

Vendor Types and Descriptions- Use this to determine what category you/your business belongs to.

Art/Craft	<i>All Items Handcrafted/Handmade by you - furniture, jewelry, pottery, signs, soap, etc.</i>
Business / Vendor	<i>Not Handmade by you - Brick & mortar storefront, at home store/catalog, direct sales, Independent sales representative/consultant or service company. i.e. DeKane, Hill's Country Store, Perfectly Posh, RS Concessions, Scentsy, Tupperware, Vacationland, etc.</i>
Non-Profit	<i>501 c [3] church, historical society, school, scouts, 4-H/FFA, etc.</i>
Other	<i>Do not fit into one of the above categories or larger than 12x12 spaces required-contact coordinator w/ questions</i>

Please complete the chart below:

Vendor Type [circle one]	Art/Craft	Business	Non-Profit	Other
Name of Vendor:	<i>(Business/art/craft/non-profit name):</i>			
Owner/Contact Name & Mailing Address				
Email Address				
Cell Phone Number(s)				
Previous Participant [see info page & circle one]	YES/ NO *** If no, please include pictures of your display/products***			
Detailed Description of Merchandise/Product/Items	<i>Provide a detailed description of product/merchandise. Include all items or activities to be within your space.</i>			
Additional info not provided above				

Use the following chart to determine payment amount:

Outdoor Vendor Space [approx. 12' X 12']	Received By 8/20/24 Fees are:	Received 8/20/24 or later increase to:	X # of Spaces Required	= Equals Total
Art/Craft space	\$50	\$75		\$
Business space	\$60	\$85		\$
Non-Profit space	\$10	\$35		\$
Other space [Contact coordinator]				\$
Electricity [Limited availability]	\$20	\$35		\$
		GRAND	TOTAL	\$

1. I agree to the terms of this Big Rock Plowing Match & Festival application and agreement form. I further agree to hold harmless and release the Big Rock Plowing Match Association, Inc., Village and Township of Big Rock its agents, servants, volunteers and employees from all claims or causes of action of any kind including but not limited to; liability, injury, loss, damage or cost to my person and/or property which may result from my participation in this event on September 21st, and 22nd, 2024. All participants must sign this release.
2. There will be no refunds of application fees once your application has been accepted and approved unless your application is not accepted by the BRPMA. Participants who are a 'no show/no call' to the event or have other issues during the event, may not be invited/ approved to return or may be asked to vacate the premises.
3. I agree to pay my application/space rental fees; via **check** payable to: **Big Rock Plowing Match Association, Inc.**
Mail to: Abby Needham 1567 Grand Dr. Unit 1, Dekalb, IL 60115

Signature[s]	
Print Name[s]	
Date Signed	

Additional questions see the website www.bigrockplowingmatch.org or email abigailneedham1996@gmail.com And Follow us on [Facebook-Big Rock Plowing Match](#)

~ SAVE FUTURE DATES ~

3rd Weekend of September

~ 2025 - September 19th, 20th, 21st - 2025 ~

~ 131st Plowing Match Festival ~

~NOTE~ [if applicable]

- Per Kane County online: Big Rock combined sales tax is 7%. [Big Rock local sales tax .75%, State 6.25%]
- Raffle permit/license; the Village of Big Rock does not require, however, review Kane County requirements for your specific situation at <http://kanecountyclerk.org/records/Raffles/raffles.aspx> or call 630-232-5950
- Health Department Permit; Review Kane County requirements for your specific situation at <http://kanehealth.com/pages/fees.aspx> or call 630-444-3040



~ Vendor Information Page *PLEASE READ*~

Vendor Information, Agreement and Application

- Thank you for your interest in the BRPM & Festival held annually at Plowman's Park/Kenny Field, 48W508 Hinckley Road, P. O. Box 261, Big Rock, IL 60511-0261.
- Applications will be considered and selected on a **1st come, 1st served** basis with all application requirements met, product variety, originality, quality, photos and display, with a limited number per type/category. You are encouraged to submit your application **now**. Spaces will be reserved upon approval once all requirements have been met and **full payment received**. No changes or refunds are allowed after confirmation.
 - **New** vendors are required to enclose a minimum of two photos; one of your booth/display and one of your merchandise/product.
 - **Returning** vendors are not required to enclose photos if we are familiar with your work from prior consecutive two years attendance **unless** you have changed merchandise, products or displays.

Set up during specified times; Friday 9/20 1:00pm to 4:45 pm or Saturday 9/21 7:00am to 9:45am.

Participants will provide all items needed for their display and selling comfort. Only the space is provided. This is an outdoor open-air show held **rain or shine!** Spaces may be back to back and/or side to side with little or no space in between. To be fair to all participants, **all items must be contained within your assigned space[s]**. If items are not contained within your space, you will need to remove items outside of the space, purchase additional space, move to another location if space is available or vacate the space. Please plan accordingly. Due to changes that may have been made within the park, planning requirements for the event or the number of returning and new vendors, you may not have the exact space location as a prior year. There may be someone on the grounds overnight, however, The Big Rock Plowing Match Association, Inc. will not be responsible for loss or damage to any participants work, display or merchandise.

Refreshments

- Specific concession vendors & areas are approved from which to purchase food and refreshments.
No food or beverage is to be sold from your booth space unless you are one of the pre-assigned / approved vendors.

Plowing Match & Festival Website

- See the Big Rock Plowing Match & Festival site, www.bigrockplowingmatch.org for additional information as it becomes available; schedule of activities, Plowing, Bingo, Cattle Show, Craft & Art Show, Junior Fair, Ladies Fair, Vegetable & Grain Show, Auction, Horse Show, Food, Entertainment, Vendors/Exhibitors, Forms, Applications, Premium Sheets and more.

Marketing

- Event information will be posted on the Big Rock Plowing Match website, Facebook, distributed on posters for display at various business and events, and provided to various media outlets; i.e. radio, e-newsletters, newspapers. Early submission allows for increased marketing opportunities.