



Artisan/Vendor Information and Requirements

Friday Night, May 27: VIP & Sponsor Reception and Show from 4:30pm – 9:00pm

OPEN TO PUBLIC: Saturday, May 28 from 10:00am – 11:00pm (Vendors Must stay to 7:00pm)

Items: **THIS IS A JURIED SHOW.** You MUST provide at least 3 photos of your products with application. Judges will view all applications received and make their selection. Notifications will be sent to all that apply.

Applications and Fees: Application must be received by April 22, 2022. If accepted, a contract will be mailed to you and payment and signed contract are to be returned by May 6, 2022. Payment can be made by check or credit card.

Booth Fees: \$200 for 16' x 20' space.
Space includes: 110 volt 20 amp of electricity; single phase
One (1) 8 ft. folding table

Insurance: Artists and Vendors must carry Liability Insurance.

Set up: Friday, May 27, 2022, between 11:00am and 4:00pm.

Parking: Artist and Vendors will be assigned a designated area - to be determined.

Booths: No roving solicitation is allowed. All selling must be done from the confines of your space. You cannot protrude past given space. You may not make any unnecessary disturbances so as to distract from adjoining exhibits. All exhibits must be tastefully displayed and family oriented. Tables should be covered (no plastic tablecloths) and skirted to the floor – covers and skirts are not provided. No animals are allowed.

Security: Provided 24 hours a day, but you are responsible for your own things. DuPage County Fair Association will not be held liable in case of fire, theft, or other physical damage to exhibitor's property.

Electrical: Please bring your own extension cords, electrical ground faults, spotlights, or special lighting. Exhibitors must follow City of Wheaton, IL Electrical Code. Contact the Fair Office for information and costs of electrical needs in excess of what is provided.

Garbage: Please keep all boxes under your tables. Garbage shall be placed in the available dumpster at the end of each day.

Lottery/Sale of Chances: Are not allowed.

Take Down: Display take down at closing of event. Exhibit area must be returned to original condition.

Cancellation: Once your application has been accepted, **there will be no refunds.** Please notify the DuPage County Fair Office if you plan to cancel.