



**Kris Kringle Mart  
Vendor Application**

Sponsored by the City of Blue Island

**I. APPLICATION INSTRUCTIONS:**

Please return with a check for \$20.00 made payable to the City of Blue Island to:  
Alderman Tom Hawley, City of Blue Island, 13051 S Greenwood Ave, Blue Island, IL 60406

**II. CONTACT INFORMATION: (Please Print)**

Vendor's Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

I am a(n): (please circle)    Individual    Family    Partnership    Corporation

**III. ITEMS YOU WILL BE SELLING:**

\_\_\_\_\_  
\_\_\_\_\_

The Christmas Light Parade Committee reserves the right of refusal to vendor applications to insure and maintain the vision and objective of the Kris Kringle Mart.

**IV. HOLD HARMLESS AGREEMENT:**

\_\_\_\_\_ agrees that it shall hold the City of Blue Island, its elected and appointed officials, and employees, including, Metro South Medical Center, harmless from any all claims, suits, damages, or loss of use resulting from any act or omission to act by the City of Blue Island, its officers, employees or agents arising out of or in the course of the operation of Kris Kringle Mart on Saturday, December 1, 2018 at the Parking Lot at High and Western.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Date

WITNESS:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return by November 26, 2018

# KRIS KRINGLE MART GENERAL MART RULES

## Vendor Defined

A vendor is any individual, family, or organization offering for sale Christmas Arts and Crafts, gift items, or items for human consumption, such as baked goods and homemade items that meet State of Illinois and Cook County regulations.

Vendors are accepted on a first come-first serve basis. All vendors must be approved by the Blue Island Christmas Light Parade Committee.

## Mart Hours

The Blue Island Kris Kringle Mart (Mart) will be held on Saturday, December 1, 2018, in the parking lot of Metro South Doctor Pavilion, Blue Island, IL. Market hours are 2:00 pm until 9:00 pm. The Mart will operate regardless of weather conditions. The Mart Coordinator is Raeann Zylman and can be reached at 708-932-3868.

## Arrival, Departure and Selling Time

- Vendors may begin set-up at 2:00 pm.
- No vehicles allowed in the designated area after the market opens.
- Vendors may not leave their space before the Mart closes without approval from the Market Coordinator.
- Washrooms are available
- Vendors must commit to staying the entire duration of the Kris Kringle Mart.
- Before Leaving the Mart, Vendors must collect all matter and debris in their area without regard to whether or not the litter originated in their area.

## Assignment of Selling Space: Tables, Tarps, and Tents

- Vendors are to set up in designated spaces. The Mart Coordinator will mark spaces to assist vendors with space location.
- Vendors space location are not permanent and may be changed at the discretion of the Mart Coordinator.
- Vendors must furnish their own tables, chairs, display arrangements, and weather protection.
- Vendors are responsible for set-up and take down.
- Tables shall not be filled beyond load capacity and the products on the display table must be secured.
- All tarps, tents and tables must be securely weighted.

## Safety and Sanitation

- Blue Island Kris Kringle Mart is conducted in accordance with State, Federal and local laws.
- Vendors must keep space area (including back area) clean, tidy and clear of garbage and piles of boxes.
- Smoking is not allowed in Mart spaces.
- Vendors may not bring pets into the Mart

## Product Display

- Vendors must display their produce in a beautiful, clean, well presented manner. The Mart management reserves the right to disallow substandard products from being sold and to suggest improved displays.

## Standards of Conduct for Vendors, their Representatives and Mart Staff

- Be courteous, professional and presentable at all times.
- Display products in a sanitary, presentable and attractive manner.
- Drinking alcohol, yelling, hawking, throwing objects, swearing, name-calling, slanderous remarks, radio playing and other rude behavior is not permitted.
- Treat other Vendors, customers, Mart Staff, and public officials with respect.
- Refer difficulties with customers to the Mart Coordinator, along with any complaints.
- Do not advertise items not related to Mart products.
- Petitions, political advertisements, and issue appeals are prohibited.
- Do not solicit tips.
- Committing a criminal act at the Mart will cause immediate expulsion from the Mart terminating any vending privileges.

## Grounds for Discipline or Removal

Vendors and their representatives may be removed or suspended from the Mart or may have their selling privileges in the Mart conditioned, modified, limited or revoked by the Blue Island Christmas Light Parade Committee for any of the following reasons:

- Failure to obey and conform to State of Illinois or City of Blue Island regulations and laws.
- Failure to follow the Mart rules and regulations
- Causing or maintaining unsafe or unsanitary condition at the Mart.
- Behavior that obstructs a Vendor or other Vendor's ability to transact business at the Mart.
- A verifiable complaint about the validity of any product sold at the Mart.