



**SEEKING  
AREA  
BUSINESSES!**

# 2018 Local Business Expo

Connecting our businesses to the people they serve. Bringing our community closer together.

**SATURDAY, AUGUST 11 / NOON—4PM**

**Food, beer garden, three bands... and your company: This year, Local Business Expo is part of Family Fest!**

**Open to the Public & Free to Attend!**  
Hanover Park Park District  
1919 Walnut Avenue - Grounds (Outside)

Set Up Time..... 10am to Noon  
Exhibit Time..... Noon to 4pm  
Breakdown/Dismantle..... 4pm to 4:30pm

- As an exhibitor, take advantage to increase visibility of your business and expand your client base.
- 30 exhibit tables available, allocated on a first-come, first-served basis upon payment.
- Or... Join us as a visitor, for FREE.

**Please complete the application on the back if you would like to exhibit!**

Food Vendors: See back page for rules and regulations.

VENDOR DEADLINE JULY 11, 2018. FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE.



Sponsored by:  
**Village of Hanover Park  
C.O.N.E.C.T Committee**



# 2018 Hanover Park Local Business Expo Exhibitor Application

**Cost of Exhibit Space:  
\$50 per business  
Space is limited!**

**Yes! I want an exhibit table for \$50!**

No table this year, but put me down as a promotional sponsor and I will help promote the event.

NAME

COMPANY

ADDRESS

CITY

STATE

ZIP

EMAIL

PHONE

MOBILE

QUESTIONS?  
Kathleen Arnold  
630.823.5778  
karnold@hpil.org

## Rules & Regulations

### ALL EXHIBITORS

Event takes place rain or shine. No refunds.

Cost to exhibit: \$50

Please make checks payable to:

**Village of Hanover Park**

Submit your application:  
Attn Kathleen Arnold, CED  
Village of Hanover Park  
2121 W. Lake St  
Hanover Park, IL 60133

Exhibit Space Includes:  
Large tent for all exhibitors. One (1) Rectangle 6' Table. Two (2) Folding Chairs. All exhibit materials must be contained to exhibit table provided. All aisle and walkways must be kept clear of potential tripping hazards. Floor easels and blown up marketing materials will not be permitted.

### PROHIBITED SALES

The Village and the Park District reserves the right to restrict and prohibit the type of merchandise that can be sold at this event. There will be NO sales of live animals, illegal products, weapons of any kind, sexually-oriented products, or other material that in the sole discretion of the Village is deemed inappropriate for this event. No Alcohol can be sold or sampled.

### FOOD VENDORS

Only pre-packaged food items will be permitted to be sold. No preparation of food products is allowed. Products must be room temperature stable. Products must be purchased from an approved source. Products must be in manufacturer packaging with complete ingredient labels. All products must be within the manufacture sell by/use by dates. Products must be displayed and stored in a manner that prevents contamination. All food items for sale at the event must be listed and pre-approved by the Village Health Officer. You may however contact Dave Webb of the Special Event Committee at 630-823-5611 or via email at dwebb@hpil.org if you would like to prepare food and sell in a separate food tent.

**Application for Food vendors (sales Only) must be submitted by July 11, 2018 and require a Certificate of Insurance.**

Certificate of Insurance must be attached to your application with the following information:

- *The Special Event: Village of Hanover Park Family Fest and Hanover Park Park District C.O.N.E.C.T Local Business Expo must be named in the Certificate of Insurance and include the date of the event (08/11/2018).*
- *Hanover Park Park District must be listed as a certificate holder and additional insured*
- *Commercial General Liability: \$1,000,000 per occurrence and \$2,000,000 in the aggregate.*

**Return this application to:**

Kathleen Arnold, CED  
Village of Hanover Park  
2121 W. Lake St, Hanover Park, IL 60133  
karnold@hpil.org

