



# 14th Annual

## Retail Merchants Committee

### Small Food Vendor Application

Friday, December 2nd, 2022

4:00pm - 9:00pm

The RMC will host Small Food Vendors as a part of *Christmas Uptown 2022*. Fee for booth space is **\$25 per 12'x12' max space**.

Market Street will be closed for this year's event, and all vendor locations **currently available** will be outside in the area of the parking spaces. Each vendor will be assigned a space prior to arriving. Please bring your own equipment and tables. Tents and lighting are strongly suggested. 1 - 20amp circuit available. Bring a minimum of 100' of medium weight extension cords. Pre-Registration is required. Set-up time is from 2pm to 4pm. Please arrive in time to complete set-up by 4pm. For questions the day of the event, contact Pam Culp at 618-263-8917 (cell).

Name of Vendor or Organization: \_\_\_\_\_

Product Description: \_\_\_\_\_

(Small Food Vendor Items such as Candy, Cookies, Nuts, Sweet Treats etc. No Sandwiches, Pizza etc. See Large Food Vendor App)

Address of Contact Person: \_\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Number of Spaces required: \_\_\_\_\_ @ \$25 = \$\_\_\_\_\_ Electric (circle one) Yes No

(Payment must be included with application - Checks made to Christmas Uptown)

Please Return this Form w/Payment to: Pam Culp, 6787 Hwy 1, Mt. Carmel, IL 62863

Or drop off at First Mid Bank, 400 N Market, Mt. Carmel

**Deadline For Application w/Payment To Be Included On The  
"CHRISTMAS UPTOWN APP": Wednesday, October 19th, 2022**

**Final Deadline For Application w/Payment: Friday, November 25th, 2022**

*The Chamber of Commerce and/or the Retail Merchants Committee are not responsible for accidents.*

For internal use only: Check #: \_\_\_\_\_ Date: \_\_\_\_\_ Amount: \_\_\_\_\_ Area: \_\_\_\_\_

**Please Keep This Page (#2) For Your Reference**

**14th Annual Christmas Uptown  
Mt. Carmel, Illinois**

**Retail Merchants Committee  
Small Food Vendor Application  
Friday, December 2nd, 2022  
4:00pm - 9:00pm**

The RMC will host Food and Craft Vendors as a part of *Christmas Uptown 2022*. Fee for booth space is **\$25 per 12'x12' max space**. Market Street will be closed for this year's event, and all vendor locations **currently available** will be outside in the area of the parking spaces. Each vendor will be assigned a space or general area prior to arriving. Please bring your own equipment and tables. Tents and lighting are strongly suggested. Power will be available. Please bring a minimum of 100' of medium weight extension cords. Pre-Registration is required. Set-up time is from 2pm to 4pm. Please arrive in time to complete set-up by 4pm. For questions the day of the event, contact Pam Culp at 618-263-8917 (cell).

Small Food Vendors include those selling Candy, Cookies, Nuts, Sweet Treats and other such items. Large Food Vendors include Sandwiches, Drinks, Pizza, Kettle Corn, and other "meal" size items, and requires a Large Food Vendor form.

Festival hours are listed from 4-9pm on Friday, December 2nd. *You are required to remain set-up until the 9pm ending of the festival even if you are sold out. **YOU MUST HAVE A "SOLD OUT" SIGN TO PLACE AT YOUR BOOTH!** Electric service will be available for a limited time after 9pm. The entire street must be cleared ASAP after 9pm.*

Vendors **MAY NOT** solicit outside their assigned space by taking product throughout the Festival area.

***Deadline For Application w/Payment To Be Included On The  
"CHRISTMAS UPTOWN APP": Wednesday, October 19th, 2022***

**Final Deadline For Application w/Payment: Friday, November 25th, 2022**

**Placement Details Will Be Available Wednesday, November 30th, 2022**

Please Return Page One Only w/Payment to: Pam Culp, 6787 Hwy 1, Mt. Carmel, IL 62863  
Or drop off at First Mid Bank, 400 N Market, Mt. Carmel

The Chamber of Commerce and/or the Retail Merchants Committee are not responsible for accidents.

Date Mailed/Returned: \_\_\_\_\_

# of Spaces Requested: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Location: \_\_\_\_\_