

*18th Annual Du Quoin Holiday Lights Fair*  
*Vendor Registration Form*

DuQuoin State Fairgrounds Exhibition Hall

Dates: December 1, 2 & 3, 2017    December 8, 9 & 10, 2017    December 15, 16 & 17, 2017

Show Times: Friday, Saturday & Sunday's 5:30 pm to 9:30 pm Nightly

Set-Up Time: Thursday, November 30, 2017 @ 5 pm - 8pm

Fee: \$100 per 10'x10' Space (Maximum of 3 Spaces per Vendor)  
A limited number of 6' tables are available, Please notify us of your needs.

**Entry Fee MUST Accompany This Signed Form & be Received by Friday, November 3, 2017.**

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

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Number of Spaces Needed (3 Max): \_\_\_\_\_ Number of Tables Needed (3 Max): \_\_\_\_\_

Detailed Description of Items Sold: \_\_\_\_\_

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**Rules:**

1. The DuQuoin Tourism Commission, Inc. reserves the right to place restrictions on items to be sold or displayed.
2. Illinois State Sales Tax is the responsibility of the exhibitor.
3. City ordinance prohibits raffles without proper permit. Please contact the City of DuQuoin for more information.
4. Food vendors must comply with Perry County Health Department guidelines.
5. Electricity is available at no additional charge; however, all vendors must provide their own extension cords and lighting. Lighting varies throughout the building.
6. Vendors participate at their own risk and are responsible for their own displays.
7. Vendor display must fit within booth space and must remain in place during the entire fair.
8. Event ends nightly at 9:30 pm. For security & liability reasons all attendees and vendors MUST vacate the premises nightly by 10 pm.
9. Security will not allow building admittance during non-fair hours without prior notification and approval by Holiday Lights Fair staff.

Your signature on this form indicates consent to the requirements listed and verifies that you will not hold the DuQuoin Tourism Commission, Inc., the City of DuQuoin &/or State of Illinois Dept. of Agriculture responsible for any loss, theft or destruction of your property or any personal injury which might be suffered in the course of the Holiday Lights Fair. All normal precautions will be taken to assure the safety of exhibitors and their property.

**Vendor Signature:** \_\_\_\_\_

**Mail Completed Form and Payment - check or money order to:**

DuQuoin Tourism Commission, Inc.    P.O. Box 1037    DuQuoin, IL 62832

For more information contact us at dqholidaylights@gmail.com or Michelle at 618-318-1379.