

PrairieFest 2022 • Expo Village

June 16-19, 2021
Oswego, IL

Showcase your business, craft, or organization to the thousands in attendance during PrairieFest, Oswego's annual hometown celebration! Held Thursday through Sunday over Father's Day Weekend in 2022, PrairieFest offers free parking, free admission, and great food attractions - and an opportunity to meet your business!

About Your Booth

- Generators (under 3K watts) are only allowed in specific booth areas #85-94.
- This is a rain-or-shine event. We recommend a tightly secured canopy.
- Each space is a 12' x 12' grassy area. Vendors provide their own tables and chairs.
- Full Expo Village set up is Thurs. June 16 from 10am-3:00pm with take down on Sunday, June 19 at 6pm.
- Saturday Only booths set up 7-9:30am on June 18, with take down that day after 8:00pm.
- We only allow one vendor of each trademarked product line to participate. Priority is given to local applications on a first come, first served basis.

All booths are assigned first come, first served. Generators only allowed in Booths 85-94 and must be quiet. Submit your first 3 booth preferences on your application. Expo Village staff will contact you to confirm your booth address. All registrations due before June 1, 2022. There will be a \$100 increase to the June fee for anyone able to be accommodated. For more information, email the Expo Village Team at expovillage@oswegolandpd.org

Expo Village Hours

Thursday, June 16

4:00 - 9:00pm

Friday, June 17





10:00am - 8:00pm

Saturday, June 18

10:00am - 8:00pm

Sunday, June 19

11:00am - 6:00pm

	Prime Booth
\$350	January & February
\$425	March & April
\$500	May
	Regular Booth
\$225	January & February
\$300	March & April
\$375	May
	Generator Booth
\$275	January & February
\$350	March & April
\$425	May
	Saturday Only Booth
\$175	January & February
\$225	March & April
\$250	May



The map shows a grid of diamond-shaped booth spaces numbered 1 through 94. The spaces are arranged in a roughly rectangular pattern. A 'MAIN GATE' label with a red arrow points to the bottom left corner. An 'EXPO VILLAGE' label is located in the center of the map. Three inset photos show vendors at their booths: one with a 'Bags & Boxes' sign, one with a blue canopy, and one with a 'First National' sign.

85 86 87 88 89 90 91 92 93 94

PrairieFest 2022 • Expo Village Application

Complete the application, contract, and waiver. To submit, print the completed documents, scan or take photos and email to expovillage@oswegolandpd.org. All applications are due June 1, 2022.

Business/Organization Name _____

Contact Name _____

Mailing Address _____

City _____ State _____ Zip _____

Cell Phone _____ Email _____

Website/Facebook Page _____

Description of Business - Include the type of product you are selling or your organization's mission. We recommend new vendors attach photos of their booth display and/or product.

Event Staff - Information must be provided for all staff who will be on site at your booth, as required by the Village of Oswego Police Department. For additional staff, attach their information to this application.

Name (First, Middle Initial, Last)	Birthdate	Driver's License Number	State of Issue

Your Booth Preference

Type of booth(select one) Regular Generator Prime Saturday Only

Indicate your preference of booth number (as listed on the map) 1. _____ 2. _____ 3. _____

Expo Village Fees

Regular Booth	Generator Booth	Prime Booth	Saturday Only Booth
\$225 January & February	\$275 January & February	\$350 January & February	\$175 January & February
\$300 March & April	\$350 March & April	\$425 March & April	\$225 March & April
\$375 May	\$425 May	\$500 May	\$250 May

Payment - Credit Card

I authorize the Oswego Park District to charge my credit card upon acceptance into the Expo Village and understand this fee is non-refundable. Accepted card types include Mastercard, Visa, Discover, and American Express.

Card Number _____ Expires ____/____

Name on Card _____ CVV _____



Expo Village Contract & Waiver



Business/Organization Name _____

Contact Name _____ **Contact Phone** _____

Please initial each statement. I understand that:

- _____ I have signed the PrairieFest Expo Village Waiver and Release below.
- _____ Expo Village spaces are 12'x12' and all fees are non-refundable.
- _____ Vehicles will not be allowed in the Expo Village after set-up or before take down, and the vehicle entrance gate will be locked.
- _____ Conditions may prohibit driving on the grass and I may have to hand cart my booth supplies. Labor support of any kind is not provided by the festival.
- _____ I must provide my own covered tables, chairs, and weather protection (tent). All exhibits must be tastefully displayed. It is my responsibility to ensure that my tent is properly secured and staked to withstand weather.
- _____ There is no electricity available; approved quiet generators under 3000 watts are allowed in specified areas.
- _____ I must remain open during all Expo Village hours, and I cannot break down my booth prior to 6:00pm on Sunday or 8:00pm on Saturday for our Saturday Only booths.
- _____ While the festival has overnight security, anything I choose to leave on site is at my own risk.
- _____ Selling products and passing out literature can only be done from the confines of my booth space unless I have a Roaming Vendor Permit from the Oswegoland Park District.
- _____ I am not allowed to make any unnecessary commotion so as to distract from adjoining exhibits.
- _____ My approved Expo Village space is solely dedicated to my business or organization and is not to be shared with other businesses or organizations.
- _____ Failure to comply with these requirements may result in immediate removal or not being invited back to participate in future festivals. Booth fees will not be refunded if such action is necessary.

PrairieFest Expo Village Waiver and Release

Read this information carefully and be aware that in registering and participating in this event you will be waiving and releasing all claims for injuries for you, your employee(s), and/or volunteers might sustain arising out of this event.

Business/Organization Name _____

Contact Name _____ **Email** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Contact Phone _____ **Business Phone** _____

As a participant in this event, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which I or my employee(s) or volunteers may sustain as a result of participating in any and all activities connected with or associated with this event. I do hereby fully release and discharge the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and other officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I or my employee(s) or volunteers may have or which may accrue to me or my employee(s) or volunteers on account of my participation in this event.

I further agree to indemnify and hold harmless and defend the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and other officers, agents, servants, and employees from any and all claims resulting from injuries, including death, damages and losses sustained by me or my employee(s) or volunteers and arising out of, connected with or in any way associated with the activities of this event.

I agree to waive and relinquish all claims I or my employee(s) or volunteers may have as a result of participating in this event against the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and their officers, agents, servants, & employees.

I have read and fully understand the above Waiver and Release of All Claims.
