



Downtown Effingham

The Chamber Foundation of Effingham County is a 501(c)3 non-profit, providing a tax deductible charitable contribution for our sponsors. The Foundation Scholarship Program has been in existence since 1996 and has awarded nearly \$1,980,000 in scholarships to 161 area residents.

Dear Food Vendor:

You are invited to participate as a food vendor at the 2019 Effing HAM-JAM on July 26 & 27, 2019.

The EffingHAM-JAM was created as a community event to showcase the assets of our community to a national audience through the Kansas City BBQ Society as well as give local residents an opportunity to enjoy the excitement of the competition and gather around in the heart of our community around the old Courthouse in downtown Effingham.

The Kansas City Barbecue Society is the world's largest organization of barbeque and grilling enthusiasts with over 15,000 members worldwide and sanctions over 400 barbeque contests coast-to-coast throughout America.

The KCBS BBQ championship was brought to Effingham by Legacy Harley Davidson who hosted the event at their business for three years, bringing 20-25 teams and as many as 50 certified barbeque judges to Effingham. In 2014, the Chamber joined with Legacy to make this truly a community event, with proceeds from the event supporting the Chamber Community Scholarship Fund for area graduating high school seniors and adults for continuing education. In 2018, 39 teams and over 60 certified barbeque judges participated.

Management of the event has been assumed by the Chamber Foundation of Effingham County and renamed the EffingHAM-JAM in 2014. The venue was also moved to downtown Effingham, increasing exposure for the community. A Hometown Throwdown local BBQ competition was added and additional activities for children and adults, wine and beer tasting and live music was added.

The Ham Jam showcases the community to over 2,500 visitors and residents, making Effingham a destination. Each year, the event attracts more visitors with new activities and the planning committee continues to fine tune the activities to appeal to a broad audience.

We would be appreciative of your involvement in helping us make this a successful and outstanding event.

Please complete the application and vendor agreement & information. Also, include any additional site requests by July 5, 2019. You will be notified of your approved application by July 12, 2019.

If you have any questions or need additional information feel free to contact the Chamber office at 217-342-4147 or by email at chamber@effinghamcountychamber.com.

We are looking forward to working with you at the 2019 Effing HAM-JAM.

Norma Lansing

Norma Lansing
President & CEO

Application & Rules Attached

Vendor Agreement

As a condition of participation in the EffingHAM-JAM in downtown Effingham, the undersigned agrees to the following:

1. Vendor spaces are available on a first-come first-served basis. The HAM-JAM committee reserves the right of refusal to any and all vendors. Vendor application will only be considered if completed in full and submitted with signed vendor agreement. Fees are to be paid in full prior to the event date and are non-refundable.
2. There is no "Rain Date/Delay" schedule for this event and if required, the event may be cancelled in whole or in part by the EffingHAM-JAM committee. In the event of a full cancellation, vendors shall be refunded their booth fees no later than August 31, 2019. In the event of partial cancellation, there shall be no refund. "Cancellation" shall mean that a vendor has no opportunity to make any sales due to the EffingHAM-JAM committee actions, not weather conditions. The committee does not guarantee a particular number of attendees or exhibitors at this event.
3. The HAM-JAM committee does not guarantee a particular booth set-up location. Vendor understands that request for electricity may dictate location of booth. (**Note: *Limited electricity available on a first-come first-served basis.*
4. A 10' x 10' site will be available to you. You will need to provide your own tables, chairs, extension cords for electrical needs, etc. If you need a larger site, additional fees may apply. We will try to accommodate you. Overnight on-site security will be provided.
5. Vendor agrees to follow all guidelines of the Effingham County Health Department for food service including setting up and use of hand-wash stations. No pets are permitted in the food booths or cooking areas.
6. All food vendors must have liability insurance. Certificate of insurance with \$500,000.00 must accompany this application. Booths without current certificate of insurance at the event will be closed and will forfeit all fees.
7. All items sold, represented or distributed are subject to approval of the HAM-JAM committee. ***No BBQ of any kind*** will be sold or distributed by anyone other than the HAM-JAM committee. No flammable items or hazardous materials. Weapons, controlled substances or similar materials will not be permitted on the premises.
8. Vendor will not be permitted to dump any ashes, grease or gray water anywhere on the event site or anywhere else except in the designated receptacles.
9. Vendors shall continually police their area for safe and sanitary conditions. At the conclusion of the event, each vendor shall be responsible for his/her own trash removal and shall restore the area to an acceptable condition, as inspected by a designee of the HAM-JAM committee.
10. The event will be open for early set-up Friday, July 26 at 12:00 p.m. Vendors with larger rigs are recommended to arrive early. The event will be open for early set-up on Saturday, July 27 at 9:00 a.m.
11. Regular assigned vendor hours are approximately: Friday from 5:00 p.m. to 10:00 p.m. and Saturday from 10:00 a.m. to 4:00 p.m.

12. **COMPLIANCE WITH LAWS:** Each vendor is responsible for researching and complying with all permits, fees, licenses and any other requirements as outlined by the City of Effingham, County of Effingham, the Effingham County Health Department and all other local, county, state and federal agencies. Vendor is responsible for paying Illinois State Sales Tax. In performing the services required hereunder, the vendor shall comply with all applicable local, county, state and federal ordinances and codes.

****ALL vendors must remit the sales tax remittance within the 10 days of the close of the event. Visit <http://tax.illinois.gov/individuals/salesandrelated/fairs.htm> for more information.**

13. **HOLD HARMLESS:** In recognition that there may be some risk, injury or property damage in such an undertaking at the EffingHAM-JAM in Effingham, Illinois, the undersigned vendor releases and hold harmless the EffingHAM-JAM committee, any and all of its members/officers, City of Effingham and the County of Effingham for any and all liability for injury or damages to the vendor, or which may result from his/her participation, or which may occur to third parties by the act(s) of the vendors, his/her employees or agents.

14. **LIABILITY:** As between the parties, each party shall be solely responsible for any and all liability arising from personal injury, including death or damage to property arising from the act or failure to act of the Respective Party or of its officials, agents and employees pursuant to this agreement.

IN WITNESS WHEREOF, THE VENDOR HAS READ AND UNDERSTANDS THESE RULES AND REGULATIONS AS OF THE DATE WRITTEN BELOW.

I HAVE READ, UNDERSTAND AND AGREE TO ALL OF THE ABOVE.

Signature

Date

Print Name

Business Name/Title



FOOD VENDOR Application: (Pending Approval)

Friday, July 26, 2019

5:00-10:00 PM

Saturday, July 27, 2019

11:00 AM-4:00 PM

Fees:

- \$100 Non-Electric site (10x10)
- \$150 Electric site (10x10)
(limited electricity available)

Friend of HAM-JAM BBQ Sign

- Fee \$100
(To ensure business name is listed correctly on the banner, please attach a business card)

Please List Food Item _____

Name of Business _____

Contact Person _____

Address _____

Business Phone # _____ **Cell Phone #** _____

Email _____

Health Department License # _____

Provide List of Vehicles & Sizes _____

Vendor has Generator YES NO

Method of Payment: Check # _____ **Total Amount Enclosed: \$** _____

CC: Mastercard VISA Discover

Card # _____ **Signature Code** _____ **Exp. date** _____

Signature _____

I hereby authorize the Chamber Foundation of Effingham County to use my credit card for this purchase.

Please mail application & payment by Friday, July 5, 2019 to:

Chamber Foundation of Effingham County
903 North Keller Drive, PO Box 643
Effingham, IL 62401
Or email to: chamber@effinghamcountychamber.com

Checks made payable to: Chamber Foundation of Effingham County

<u>Committee use only:</u>		
Date received: _____	Amount: _____	Check #: _____
Notes: _____		
