



Hosted by: Chamber Foundation of Effingham County 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 \$212,000 in scholarships to 175 area residents.

Dear Potential Vendor:

You are invited to participate as a vendor at the 2020 Effing HAM-JAM on July 24 & 25, 2020.

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 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 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 June 26, 2020. You will be notified of your approved application by July 10, 2020.

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 2020 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, 2020. 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*). Water will be available at no charge. Power will be available, but power to cook sites is limited. **NEW RULE ONLY 20 amps are included in your fee. You will be charged an additional \$100 if you use more than 20 amps.** We encourage vendors to bring their own generators to alleviate strain on power supply.
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. All items sold, represented or distributed are subject to approval of the HAM-JAM committee. No beverages 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.
6. 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.
7. The event will be open for early set-up Friday, July 24 beginning 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 25 at 9:00 a.m.
8. Regular assigned vendor hours are approximately: Friday from 5:00 p.m. to 10:00 p.m. and Saturday from 11:00 a.m. to 4:00 p.m.
9. **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.**

10. **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.

11. **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



NON-FOOD VENDOR Application: (Pending Approval)

Friday, July 24, 2020 5:00-10:00 PM
Saturday, July 25, 2020 11:00 AM-4:00 PM

Fees:

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

Type of Vendor:

- Craft
- Dealer/Sales
- Other

Friend of HAM-JAM BBQ Sign

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

Name of Business _____

Contact Person _____

Address _____

Business Phone # _____ Cell Phone # _____

Email _____

Proposed Sale Items _____

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, June 26, 2020 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: _____		
