

HERRINFESTA ITALIANA

**PO Box 2005
Herrin IL 62948**

VENDOR MEMO

Dates for 2016: Thursday, May 26 through Monday, May 30

Welcome to HerrinFesta Italiana 2016

Payment is due in full by 5/1/15

Insurance certificates MUST be in our office by May 1, 2016. As stated in your contract, a \$2,000,000 General Liability policy is required with the HerrinFesta Italiana Committee, Herrin Chamber of Commerce, City of Herrin, Herrin Civic Center, and all of their directors, trustees, employees and volunteers named as additional insureds. Insurance certificates are required of ALL vendors (not just food vendors). Please, no exceptions.

Vendors with trailers can set-up between 3 – 5 pm on Wednesday, May 25. Set-up on Thursday begins at 9 am. If you have questions when you arrive, please call Brett Crouse at 618-694-7815. All vendor areas must be cleared by 6:00 am on Tuesday, May 31.

Hours of operation are:

Thursday, May 26	4 pm – 10 pm
Friday, May 27	4 pm – 11 pm
Saturday, May 28	10 am – 11 pm
Sunday, May 29	3 pm – 11 pm
Monday, May 30	3 pm – 9 pm

Entertainment in the Piazza area will not begin until 5 pm on Sunday & Monday. If there is activity on the midway and you want to open earlier on Sunday & Monday, that's fine – but plan to be open no later than 3 pm.

This year's headline entertainment features Jake Owen, 3 Doors Down, Cinderella's Tom Keifer with guests Great White, Firehouse and Dokken; Foreigner and Chris Janson.

If you have questions, please contact Terri Thompson, Executive Secretary, at 618-925-1362, or by email: terri@herrinfesta.com.