



**53rd Annual Morton Pumpkin Festival
Pumpkin Business Expo
September 11 - 14, 2019**

1. **SET-UP:** Excluding bad weather, tent is available for booth set up from **noon to 8 pm on Tuesday, September 10.** Set up must be complete by **2 pm on Wednesday, September 11.** Vendors will **NOT** be able to park on Jefferson Street or 1st Avenue. Instead, we would encourage you to unload from the parking lot across Jefferson street or nearby street parking.

Do **NOT** pull vehicle onto the tether ball pad adjacent to the blacktop or onto the school's grass. Vehicles must remain on the blacktop. **If the tether ball pad or grass is damaged, you will be responsible for those damages.**
2. **TEAR DOWN:** Booths must **NOT** be taken down before **8 pm on Saturday, September 14.** All booth material must be removed by **10 am on Sunday, September 15.** Vendors can tear down on Saturday evening, **but will not have access to drive up on Jefferson Street or 1st Avenue or the blacktop behind and alongside Jefferson School off Adams Street.** You may also tear down on Sunday until 10 am. There will be security provided on Saturday evening.
3. **DECORATIONS:** Vendors are encouraged to decorate their booths to celebrate this year's theme: "Luck O' the Pumpkins". Booths will be judged based on creativity, originality, and incorporation of the theme and pumpkins. Judging will take place on Wednesday, September 11 between 2 - 3 pm.
4. There is pipe and draping down the center of the tent, but any other backdrops and side curtains must be provided by the Vendor which can be ordered from Peoria Flag & Decorating, (309) 685-8989.
5. All vendors are responsible to supply their own tables, chairs, and any food or snacks they will need.
6. **Unauthorized removal of tables and chairs from other areas of the Festival is not allowed.**
7. Security service is provided only during hours the Business Expo is not open to the public. There **WILL BE** security on Saturday night.
8. **No signs may be attached to tent support poles, ropes, or sides of the tent.** Booth construction cannot rely on tent poles for any kind of support or suspension.
9. Representatives and their exhibit **must remain within the confines of their booths. No soliciting in aisle ways is permitted.**
8. No non-commercial food or beverages may be prepared, sold, or given away. Only commercial, individually prepackaged and sealed food or water is allowed.
9. **Booths must be staffed at all times when the Expo is open to the public.**
10. Morton Chamber of Commerce **will not** be responsible for loss or damage to any materials, including draping, in the tent. Please cover exhibits at night in the event of rain leakage.
11. No animals are allowed on Festival Grounds, except service dogs.
12. **No smoking or vaping in the Expo.**
13. Dress accordingly. Heaters are not permitted in the Expo.
14. **Because of the family nature of the Pumpkin Festival, absolutely no alcoholic beverages, knives, firearms, or illegal substances will be permitted in booths.** The Chamber has the right to refuse space to any display considered to be inappropriate.
15. These rules are subject to change prior to the Festival and such changes (if any) will be mailed to all reservation holders.
16. **Any violation of rules could result in not being allowed a space next year.**