



Kankakee Area Jaycees - Activity @ Halloween Festival

Date of Event: Sunday October 21st , 2018

Location: Farmers Market Parking Lot

Activity Contract Jaycees Halloween Festival:

Contact: Amy Laws Email: kankakeeareajaycees@gmail.com (815) 630-7051

Organizations and businesses setting up an activity must provide their own equipment ie: canopies, tables, chairs, activity materials, prizes (if applicable) etc. No electricity or running water is available. This is an outdoor venue.

The goal is to bring different organizations and businesses together to run all age friendly Halloween themed activities that will be free to participate in.

We're looking for people to run Halloween themed games and activities.

If you decide to run an activity that involves rewarding a prize, fresh food items such as pizza slices etc. can not be awarded as prizes.

Materials and information about your business or organization can be made available in your activity space. Your business or organization will be advertised along with the activity you will be running on social media and the event website. Because we will be advertising these activities, we ask that in the event you no longer intend to run an activity, please contact us ASAP.

Activities will take place in the Farmer's Market parking lot. This event will run from 10am to 4pm. Set up begins at 7am, but **must be finished by 10:00am**. Those running an activity are asked to arrive, unload their items in their spot and move their vehicle before setting up. Vehicles cannot remain parked in the activity area during setup. Break down begins at 4pm.

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COMPANY: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Description of activity you wish to run:

[] By check marking this box and initialing here _____ I accept that I am responsible for my own liability insurance policy for this event. Kankakee Area Jaycees will not be held responsible for any liability, lost, stolen or damaged merchandise. Kankakee Area Jaycees will not be held responsible for any injury incurred during the event.

Signature _____ Date _____

Send this form to:

Kankakee Area Jaycees

P.O. Box 1991

Kankakee, Illinois, 60901