



## **FOOD VENDOR APPLICATION PACKET**

**29<sup>th</sup> Annual Harvest Pow Wow**

**October 11-12, 2025**

**Please read the following information carefully and thoroughly.**

You are invited to join the 29<sup>th</sup> Annual Midwest SOARRING Foundation Harvest Pow Wow! For the third year, our Pow Wow will be in a beautiful indoor location at the DuPage County Fairgrounds, 2015 Manchester Road, Wheaton, IL 60187. **Due to the indoor location, our PowWow is not dependent on the weather.**

### **VENDOR SET-UP TIME at the Small Parking Area between Buildings 1 & 2**

Friday, October 10, 2025 from **12:00 pm** – 6:00 pm (Buildings are locked until Saturday.)

Saturday, October 11, 2025 from 8:00 am – **10:30 am**

### **VENDOR TAKE DOWN TIME**

Sunday, October 12, 2025 from 5:30 pm – 9:00 pm

### **POW WOW HOURS**

Saturday, October 11, 2025 from 11:00 am – 9:00 pm

Sunday, October 12, 2025 from 11:00 am – 5:00 pm

### **VENDOR FEES ARE NOT REFUNDABLE UNLESS PUBLIC HEALTH AUTHORITIES PROHIBIT THE GATHERING.**

Spaces are limited and filled as full payment and application are received. You are not confirmed as a vendor until we receive your completed and signed application, even if you choose to pay the registration fee electronically. **Payment dates are non-negotiable.**

Location preference will be given to fully paid Midwest SOARRING Foundation members. Join or renew at <https://www.midwestsoaring.org/joinup.php> or include the form on page two and payment with your application.

All food vendors must sign the Food Vendor Application, at the end of this packet.

### **FEES due by September 15, 2025**

Food trucks/trailers ..... \$500

Snack trucks ..... \$250



### REGISTER AS A HARVEST POW WOW FOOD VENDOR

1. Complete pages 3 – 5 of this Vendor Application.
2. Enclose an accepted payment type:
  - a. Certified check or money order (no personal checks) made payable to Midwest SOARRING Foundation.
  - b. Pay online with a credit card or PayPal at <https://midwestsoarring.org/payonline.html>
3. Mail your completed and signed Food Vendor Application, certificate of insurance, menu, flame resistant certificate (if applicable), and payment to:  
Midwest SOARRING Foundation  
Attn: Joseph Standing Bear  
P.O. Box 275  
Lyons, IL 60534
4. If you prefer to email your completed and signed Food Vendor Application, certificate of insurance, menu, and flame-resistant certificate (if applicable), email Samantha Thompson at:  
[1LostCoyote@gmail.com](mailto:1LostCoyote@gmail.com)
5. Questions? Contact Joseph Standing Bear at (773) 585-8613.

### Midwest SOARRING Foundation Membership Application

**Annual Dues** Check the box to indicate your membership level.

☐ Individual: \$25    ☐ Family: \$30 (2 adults + children 17+ under)    ☐ Group/Organization: \$50

Please print.

Date \_\_\_\_\_

Name/Group/Organization \_\_\_\_\_

Spouse \_\_\_\_\_

Children \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Tribal Affiliation/Nationality\* \_\_\_\_\_

Special Talents/Abilities \_\_\_\_\_

\*If applicable



## FOOD VENDOR APPLICATION

Business Name \_\_\_\_\_

Primary Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

I have enclosed \$\_\_\_\_\_ as payment for my space.

☐ I am a fully paid member of Midwest SOARRING Foundation, and I request the following space:

**Spaces may change from year to year, and not all requests for a specific space by a fully paid MSF member may be granted. However, we will do all we can for returning vendors and MSF members.**

## FOOD VENDOR POW WOW REGULATIONS

1. I understand this is an indoor Pow Wow with outdoor food vendors.
2. I understand I am responsible for bringing my own setup, including my own generator.
3. I understand Pow Wow takes place rain or shine.
4. An enclosed dining area with tables and chairs is provided to Pow Wow attendees. I understand that if I require additional tables and/or chairs, those can be rented. Contact Joseph Standing Bear at (773) 585-8613 no later than October 1, 2025.
5. I understand that food vendor spaces fill up fast, and priority will be given to food vendors who provide traditional Native American selections.
6. I understand that **ALL** water and soft drinks **MUST** be Pepsi/PepsiCo products.
7. I will comply with all local, State, and Federal laws and regulations concerning fire, safety, and health.
8. I understand I must include a certificate of insurance with my application.
9. **I understand I must obtain a mandatory temporary DuPage County Health Department Food Permit by October 6, 2025, and it must be displayed in my space at Pow Wow.**
  - a. Apply online at <https://www.dupagehealth.org/285/Permit-Applications-and-Forms>
10. Per City of Wheaton Codes and Regulations:
  - All electrical cords must have a “W” for weather resistant.
  - All outdoor lighting must be marked usable in damp or wet locations, and bulbs must be covered.
  - All electrical connections must be off the ground and securely tied.



11. I understand that all canvas tents and canopies must submit a flame-retardant certificate with my final payment.
12. I understand I **MUST** have a 10 lb. ABC fire extinguisher at my space.
13. I understand that Midwest SOARRING Foundation and the DuPage County Fair Association are not responsible for loss, theft, damage of items, injury to my employees, my customers, or me while on the premises of my assigned space(s). I understand that a limited security patrol will be provided; however, I am responsible for the safety and well-being of all my property and valuables.
14. I understand alcohol, drugs, and concealed firearms are **prohibited**.
15. I understand vehicles may be moved on the grounds **only** when the Pow Wow isn't open to the public; Saturday and Sunday before 11:00 am.
16. I understand that Midwest SOARRING's Pow Wow + Events Committee will make space assignments, and that locations may change from year to year. **I understand that space assignments are non-negotiable. Priority will be given to fully paid Midwest SOARRING Foundation members.**
17. I understand that soliciting, advertising, and promoting for non-profit programs or organizations will only be permitted with the permission of the Midwest SOARRING Foundation Pow Wow coordinators. Individuals may not walk around the Pow Wow grounds to solicit cash donations, sell raffle tickets, and/or sell promotional or other items.
18. I understand that Food Vendor fees will include two (2) free admission tickets. You may purchase additional Pow Wow admission tickets at <https://harvestpowwow.com/tickets.html>
19. **I understand that NO refunds will be given if I cancel my plans to participate in the Midwest SOARRING Foundation Harvest Pow Wow.** I understand that I may not sublet my space to another vendor. If I choose to leave the Pow Wow, my space may be assigned to another vendor. If I choose to return, I am aware I may be reassigned to a different space.
20. **I understand that I am responsible for the cleanup and disposal of all debris in and within 10 feet surrounding my designated vendor space.** I understand that all my garbage must be disposed of in the Dumpsters provided and boxes must be broken down and flattened. I understand my designated space must be in the same or better condition as when I arrived, or my invitation will be revoked for the following year's Pow Wow.
21. I understand other than animals featured in Harvest Pow Wow attractions or **service animals**, no animals, including pets, are allowed on DuPage County Fairgrounds property.
22. I understand that I must respect the other Pow Wow vendors. If I act disrespectfully, I may be removed from the event. Midwest SOARRING Foundation Pow Wow coordinators will have the final decision in all matters that may arise. **No refunds will be given if I am removed.**
23. **I understand that vendors must enter through Gate S7. Please note that overnight camping - whether in tents, RVs, or other accommodations - is not permitted.**



I hereby agree to indemnify, defend, and hold harmless Midwest SOARRING Foundation and the DuPage County Fairgrounds Association, along with their respective employees, officers, agents, volunteers, and representatives (in both their official and individual capacities), from any and all claims, liabilities, losses, damages, costs, and expenses—including reasonable attorney's fees—that may arise from, result from, or be in any way connected to my participation as a vendor in this event. This includes, but is not limited to, any claims related to personal injury, property damage, or other incidents that may occur before, during, or after the event, regardless of cause or fault.

I have read and agree to abide by all vendor regulations. I understand that failure to comply with these regulations may result in immediate removal from the Pow Wow and disqualification from participating in future Midwest SOARRING Foundation events. I also acknowledge that no refunds will be issued in such cases.

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Authorized Signature

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Date

**Thank you for supporting our powwow by being a vendor!**