



POP-UP PARK

February 14-16
11 a.m. – 2 p.m.
Vendor Application



City of Columbia 208
S. Rapp Ave.
Columbia, IL 62236

Instructions:

1. For consideration to become a Pop-Up Park vendor, organizations, businesses and individuals must complete the information below and return to the Clerk's Office. All vendors must have food/beverage items for sale.
2. Each vendor shall provide their own tent (no larger than 10'x10'), tables, chairs, equipment, change, etc. The Pop-Up Park will have a dining area.
3. Columbia Pop-Up Park hours are 11 am - 2 pm on Tuesday February 14 - Thursday February 16, 2023 on lot located at 130 S. Rapp Ave.
Set up time begins at 10 am. Tear down will begin after 2 pm.
4. No parking is permitted in the gravel lot located at 130 S. Rapp Ave. Unless you are a food truck.
5. All vendors are required to stay open until 2 pm.
6. All vendor applications are subject to approval by the event committee. Limited space is available.

(PLEASE PRINT)

Business Name:		Tax ID # (payment coupon will be provided)
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Vendor Mailing Address :	
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Vendor Contact Info: Name:	
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Vendor E-Mail:		Phone:	
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<u>IMPORTANT & MANDATORY INFORMATION</u> Please describe IN DETAIL the type of food/beverage you will be serving.

Applicant Signature

Date

Mail this form to:
City of Columbia
Attn: Event Coordinator
208 S. Rapp Ave.
Columbia, IL 62236

Questions? Contact:
Event Coordinator
Marla Rose
mrose@columbiail.gov
618-281-7144 ext. 110