



Community Group Policies

As a service to the community, the Downs Village Market now allows booths for non-profit Community groups whose mission aligns with the mission of the market. A community group is defined as a non-profit, charitable, educational, or government organization. An application, pre-approval, and payment are required for community group booths.

- All groups must feature an educational activity or service that engages the community. Examples include games, photo booths, raffles, crafts, and face painting.
- Groups will not be allowed to distribute religious or political propaganda.
- The Market Committee will evaluate each application before approval.

Application Procedures

Applications should not be considered approved until the Market Committee gives notification. A community group may be prohibited if it is determined that the group does not fit any of the criteria of the market as set forth in this document. A community group's profile and application will need to be completed; use the vendor application in this packet and mail it in with your fee. Daily rate for a non-profit group is \$15 per market day or \$100 for the 17 week 2023 season. Pay by mail to Downs Village Market P.O. Box 18, Downs, IL 61736.

Market Operations

Community groups are asked to arrive and check in with Market staff by 3:30 each market day, stay for the two hour duration of the market and clean up their site before departure. Common courtesy and mutual respect are essential for a successful market. Community groups are required to notify the Market Committee a minimum of 24 hours prior to Market day (or as soon as known), if they do not plan to use the reserved space so it can be reassigned to another community group.

Hold Harmless and Indemnification

All Community groups agree to hold harmless and indemnify the Village of Downs and all agents, representatives, and employees of Downs, from any and all responsibilities, losses of income, claims, damages, lawsuits, reasonable attorneys fees, expenses, or judgments incurred by, or resulting from, the enforcement of any rules or from the sale or consumption of goods sold by the community groups at the market.

Set-up

Community groups are expected to provide their own tents and tables. All tents and canopies must be weighed down with at least 25 lb. per leg, regardless of forecast weather conditions. Market staff may require that attempt to be taken down if proper weights are not used and securely fastened to their tent legs.