

Deadline March 21st, 2008

Mayfest Vendor Application

Artisans, Merchant Vendors, Promotional, and Non-Profit Groups ONLY



May 16th, 17th & 18th, 2008

Location: 3100 N. Ashland Avenue, Chicago, IL 60657

Proceeds Benefit the
Festival Foundation, NFP



IMPORTANT INFORMATION

Your application is only complete if you have returned the following:

- Completed & Signed Application
- Payment
- 3 Slides / Photos

Photos should be a representation of the merchandise you wish to sell

Note: Include a self-addressed stamped envelope to have photos returned

Participants are required to operate under a **white** canopy.

Note: All applicants renting equipment will be required to submit a separate **\$200 DEPOSIT** made payable to **StarEvents**. The deposit will be refunded within **30 DAYS** of the close of the event and after all equipment is returned and booth space is inspected.

Mailing Address

StarEvents, LLC
1609 W. Belmont Avenue
2nd Floor
Chicago, IL 60657

Do not Fax Application



Information available at
www.StarEvents.com



Make Check
or Money Order
PAYABLE to:

StarEvents, LLC

Business Name: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip** _____

Work Phone#: _____

Fax#: _____

E-mail Address: _____

Web Address: _____

Federal Id Number: _____

Social Security Number: _____
Needed without IL Sales Tax ID #

Products/Services to exhibit or sell - Please be specific: _____

If additional space is needed - please attach detailed description(s)

Notes / Special Requirements: _____

Please submit all pages of application for consideration



★ PH 773.665.4682 ★ FX 773.665.4866
★ INFO@STAREVENTS.COM ★ WWW.STAREVENTS.COM

Terms and Conditions 2008

VENDOR FEE STRUCTURE

Check Appropriate Boxes

Booth Fee includes applicable City and State Licenses

Booth Space Options

- \$295 Artisan**\$ _____
 Applicant personally manufactures, produces and creates all items intended for sale to the general public.
- \$395 Merchant**\$ _____
 Merchandise sold is crafted or manufactured by someone other than the applicant.
- \$995 Promotions**\$ _____
 For-Profit organization whose primary purpose at the event is to promote their business through printed materials, promotional items, etc.
- \$295 Non-Profit**\$ _____
 Registered 501(C) organization, local elected official, or residents council looking to showcase their services only. Selling for a profit is prohibited.
- Corner Space Upgrade \$100\$ _____
 If Available

Equipment Options

- Canopy (10' x10') \$150 Each \$ _____
- Electricity \$150 (2 110v Outlets) . \$ _____
- Tables #_____ \$25 Each \$ _____
- Chairs #_____ \$10 Each \$ _____

Deposit required for Rentals Only

- Equipment Deposit \$200 \$ _____
- Seperate Deposit Check Made Payable to: StarEvents**

Total Amount Due \$ _____

Method Of Payment

- Check or Money Order
 Made payable to:

StarEvents, LLC

-  
-  

3% Service Charge will be added to Credit Card Transactions

Account No: _____ CVS Code: _____ Exp. Date: _____ / _____

Name as it appears on card: _____

The above mentioned participant hereby submits this application for participation in **Chicago Mayfest**.
 The Participant accepts and agrees to all the terms and conditions contained in this agreement. The above signature provides StarEvents with the ability to charge all applicable fees to credit card (if applicable).

Signature: _____

Date: _____

Print Name: _____

Title: _____

The undersigned (the 'Participant') hereby submits its application to receive **On-Site Rights** in the **Chicago Mayfest ("Mayfest")** to be held on **May 16th - 18th, 2008**. By submitting this application, the Participant acknowledges that its application may be accepted or rejected by StarEvents, LLC in the exercise of its sole discretion and that, if its application is accepted, its participation will be subject to the terms and conditions contained herein.

Chicago Mayfest is a neighborhood festival produced on behalf of the **Festival Foundation (FF)** and is a fund-raising activity for the **Festival Foundation** for the purpose of supporting local charities, non-profit groups, and community outreach programs. StarEvents, LLC and the **Festival Foundation** shall have the right to control all aspects of **Chicago Mayfest**. The Participant agrees to conduct its business in a manner most likely to enhance the success of **Chicago Mayfest** and the reputation of StarEvents, LLC and the **Festival Foundation**. In the event that StarEvents, LLC shall determine, in the exercise of its sole discretion, the Participant is acting in a manner detrimental to **Chicago Mayfest**, StarEvents, LLC or the **Festival Foundation**, StarEvents may expel the Participant from **Chicago Mayfest**, and the Participant shall forfeit its entry fee.

Chicago Mayfest will take place in a lot located at **3100 N. Ashland Avenue** at Barry Street in Chicago. If the Participant's Application is accepted by StarEvents, LLC, the Participant agrees to remain open for business between the hours of 5:00 p.m. until 10:00 p.m. on Friday, May 16th and 11:00 a.m. until 10:00 p.m. both Saturday, May 17th and Sunday May, 18th, 2008.

The Participant desires to participate in **Chicago Mayfest** by providing arts and crafts, or to showcase merchandise for sale, or to showcase services to our general public. If the Participant's Application is accepted by StarEvents, LLC, the Participant agrees to offer only those items listed on the application, no other merchandise will be permitted without prior written consent of StarEvents, LLC. The Participant agrees to not sell or distribute merchandise that includes the event logo, the term "**Mayfest**", or any other likeness associated with our event without prior written consent of StarEvents, LLC.

Only those applications submitted on or before March 21st, 2008, and accompanied by the payment in full of the applicable entry fees shall be considered. StarEvents will fill out and file the City of Chicago Itinerant Merchant License Application. StarEvents, LLC shall notify the Participant whether its application has been accepted or rejected, on or before **April 11, 2008**. In the event that the Participant's application is rejected, the entry fee will be refunded. StarEvents, LLC does not guarantee exclusivity to any Participant, nor has the Participant relied upon any representation or guarantee of StarEvents, LLC regarding the revenues to be generated by the Participant.

If the Participant's application is accepted, the Participant may be assigned a space within **Chicago Mayfest** area with the approximate square footage of 10 feet by 10 feet. Additional space may be made available by StarEvents upon receipt of the Participant's application, at an additional cost to be determined by StarEvents, LLC. The location of the Participant's space within **Chicago Mayfest** area shall be determined by StarEvents, LLC in the exercise of its sole discretion, and the Participant agrees to accept the space as assigned by StarEvents, LLC. The Participant agrees to conduct its business only within the space assigned by StarEvents, LLC.

The Participant will be solely responsible for the appearance of its space. The Participant shall be ready to operate its business by 4:00 p.m. on Friday, May 16th, and 10:00 a.m. on Saturday and Sunday, May 17th & 18th. The participant will forfeit the assigned space if unoccupied at 4:30 p.m. on Friday, May 16th and 10:00 a.m. on Saturday or Sunday, May 17th & 18th. The Participant shall remove all vehicles and other items used in conjunction with setting up for event prior to 4:00 p.m.. The Participant shall maintain its space in a neat, clean and sanitary condition during **Chicago Mayfest** and shall dispose of all trash produced as directed by StarEvents, LLC. The participant is responsible for returning all tables, chairs and tents rented at event to StarEvents, LLC at the conclusion of the festival.

The Participant shall comply with all local, federal, state and municipal laws and ordinances in the operation of its booth during **Chicago Mayfest** and shall insure its merchandise against loss by theft or damage. The Participant hereby releases StarEvents, LLC and the Festival Foundation, its officers, directors and members from any and all claims for, and agrees that StarEvents, LLC and the Festival Foundation, its officers, directors and members shall have no responsibility for, personal injury sustained by the Participant, its agents or employees, or damage to, or loss or destruction of, the Participant's property. The Participant further agrees to indemnify and hold StarEvents, LLC and the Festival Foundation, its officers, directors and members harmless, from and against any and all claims for personal injury, damage to property or theft occurring in or about **Chicago Mayfest** area, whether to the Participant, its agents or employees or any third party, caused in part or in whole by the participation of the Participant in **Chicago Mayfest**.

