



August 23-24, 2019

Montrose Beach

1pm-10:00pm

Vendor Application 2019

Application Deadline: July 5, 2019

About Mamby on the Beach

Mamby On The Beach, Chicago's only beachside summer music festival, yields a majestic experience unlike anything else in the city. The two-day event stands as an all-inclusive patchwork of diverse performances with artists representing every genre in the music spectrum all the way to its most central pillars.

The goal of Mamby extends beyond simply curating a unique lineup, as it strives to preserve and celebrate the rich history of Chicago while immersing concertgoers in the its unparalleled beauty and summertime sensations. For attendees who want to take a dip in the lake, a barefoot stroll through the sand, or a musical romp alongside the festival's exhilarated fans, Mamby provides the perfect, sun-soaked getaway.

Food Vendor: Restaurants, grocery stores and institutional food providers selling food and non-alcoholic beverages.

Sponsors: A sponsor is a recognized organization designed to provide goods and services to customers on a national, regional or local level. These vendors want brand exposure and do not sell anything. To be a sponsor please call 773.665.4682 or email info@starevents.com for more information. DO NOT fill out an application.

APPLICATION SUBMISSION

Failure to submit all necessary documents, applications and fees by the deadline will make your application ineligible for consideration unless, the \$50 late fee is fully paid. We do not accept applications via fax or email. Please note: A \$200 deposit check payable to StarEvents is required if renting StarEvents equipment (tents, chairs, etc.)

All PDF applications must be printed and sent to directly to the StarEvents office with full payment. Any applications sent via email without payment will be deleted and not considered for the event.

Paying with check or money order

Completed application, deposits and supporting documentation should be mailed to:
StarEvents, Inc
1609 W. Belmont
Chicago, IL 60657

If you would like to drop off your application in person, please call 773.665.4682 to schedule an appointment.

Let us know if you have any questions while filling out your application!

Sincerely,

The StarEvents Team

applications@starevents.com | 773.665.4682 | www.StarEvents.com



FOOD VENDOR APPLICATION

APPLICATION WILL BE CONSIDERED ONLY IF THE FOLLOWING ARE INCLUDED:

- CITY OF CHICAGO SPECIAL EVENT APPLICATION MUST BE TYPED
- COPY OF SUMMER SANITATION CERTIFICATE
- COPY OF HEALTH INSPECTION DATED WITHIN 6 MONTHS OF THE FESTIVAL
- COPY OF CERTIFICATE OF INSURANCE

MULTI-EVENT PERMITS MAY BE OBTAINED DIRECTLY THROUGH THE CITY OF CHICAGO IF YOU ARE PARTICIPATING IN 2 OR MORE FESTIVALS. PLEASE CONTACT GREG.ADAMS@CITYOFCHICAGO.ORG FOR DETAILS

-ADDITIONAL FOOD ITEMS PAID FOR



OFFICE USE ONLY

Received: _____

Accepted: _____

Check Deposited: _____

Rejected: _____

AUGUST 23-24, 2019
1:00PM-10:00PM
MONTROSE BEACH,
CHICAGO

APPLICANT INFORMATION

Business Name _____ Contact Name _____

Business Address _____ Business located on venue? Yes No

City _____ State _____ Zip _____

Email _____ Phone _____

Cell _____ Tax ID/SSN _____

MENU

Please list and describe each dumpling you propose to sell and their prices. Be very specific and attach a separate sheet if necessary. StarEvents will use this menu to create your pricing banner so please be accurate. You may offer up to four main dumplings and three side items. Additional items may be listed for a fee of \$150 per item.

Main Items

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

4. _____ \$ _____

Side Items

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

Additional Items (\$150 per item)

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

4. _____ \$ _____

FOOD VENDOR APPLICATION

EVENT FEES

- 10 x 20 Booth Space (full menu food vendor) = \$4,495
- 10 x 10 Booth Space (specialty food vendor only) = \$2,495
- 10 x 20 Food Truck = \$3,000
- Late Registration Fee \$50 (see application deadline) = _____

EQUIPMENT INCLUDED IN EVENT FEES

Tent (10x10 for specialty, 10x20 for full menu)

Front Counter with Skirting (1 for specialty, 2 for full menu)

Sign Pole

Pricing Banner

Standard Electric (edison plugs only. 20 amps/60 total provided)

Access to a Hand Washing Sink

ADD'L FOOD ITEM FEES

Additional Food Items \$150 X _____ = _____

ADD'L EQUIPMENT FEES

Side Wall \$35 X _____ = _____

6ft Tables \$25 X _____ = _____

Chair \$10 X _____ = _____

Sign Pole \$35 X _____ = _____

Counter \$35 X _____ = _____

Tent Lights \$75 X _____ = _____

Electricity (extra) \$150 X _____ = _____

Fencing Around Grill \$200 X _____ = _____

(Chicago Department of Public Health **requires** fencing around grills)

TOTAL DUE \$ _____

CHECKLIST

- Sign the bottom of the application confirming you have read the Terms & Conditions and that all information provided is true
- Copy of your current liability insurance with Star Events with the event name listed as additionally insured
- Copy of your Summer Sanitation Certificate
- Completed City of Chicago Special Event Food License application
- Copy of Health Inspection within 6 months of event
- Enclose full payment
- Included a separate \$200 rental deposit check payable to Star Events
- Include images of your electric plugs

Certificate of Insurance Policy # _____
(please include a copy of your insurance)

Summer Sanitation License # _____
(please include a copy of your license)

Please include a \$150 rental deposit check payable to Star Events (check # _____)

Deposit will be kept if:

- Waste/equipment is left after event ends
- Floor covering (paper/cardboard) is not applied
- Equipment is damaged

Please mail application to:

1609 W Belmont Ave,
Chicago, IL 60657

PAYMENT METHOD

Applications mailed without complete payment in check or money order form will not be considered. If paying by credit card, please visit our website www.starevents.com to apply online.

Please note, all vendor booths must remain open for the entire duration of the event (specific times listed above), or a \$50 non-negotiable fee will apply.

IMPORTANT: Please make payable to: StarEvents

Check # _____

Money Order # _____

Name _____

Print Name & Date _____

MEAL VOUCHERS

Vendor agrees to accept as payment up to (100) meal tickets free of charge. Tickets over 100 can be redeemed at the conclusion of the event for \$5 a piece. If vendor elects to opt out of the meal vouchers, there will be an additional \$750 charge.

The above mentioned participant hereby submits this application for participation. By signing the application, the participant accepts and agrees to all of the Terms & Conditions in each page of the agreement.

Please return this application/ agreement to Star Events and keep a copy of this plus the Terms & Conditions for your records.





TERMS & CONDITIONS

APPLICATION DETAILS

Acceptance / Rejection: StarEvents, Inc (SE) will notify each participant if they are accepted or rejected by email to the email address listed on the application no later than (7) days after the application deadline. If accepted, payment will be processed within the next (7) business days. In the event that the participant's application is rejected, they will not be charged and checks destroyed. SE does not guarantee exclusivity to any participant, nor has the participant relied upon any representation or guarantee of SE regarding the revenues to be generated by the participant.

Refunds: Refunds for booth fees will be issued a full refund of the amount received, minus a \$50 processing fee, if the request is made in writing such as an e-mail or certified mail on or before (21) days prior to the festival. However, throughout the season, full refunds will be made to participants on an ongoing basis if the participant requested a corner space, a double booth space, or electricity but the request could not be met. Refunds will not be issued for participants who are dismissed, if the booth is forfeited, or if the participant is in violation of any of the Terms and Conditions. No revenues are guaranteed or implied by SE in connection with participation in the event.

Photos: All Artisan and Merchant vendors are required to provide (2) photos of their work. These photos will be juried and will be used to determine acceptance into the festival. It is of best interest to the participant to use clear, clean, and professional photographs that best represent your complete work. Submitted photos will not be returned. Non Profits and Food Vendors do not need to send in pictures.

Deposit checks: If renting equipment from SE you are required to enclose a \$200 rental deposit check made payable to 'StarEvents.' This check will only be deposited if the rental equipment is damaged by anything of your doing. These checks will be shredded after the event unless otherwise stated by said vendor. If participant would like the check sent back, participant must submit email request before the event.

Changes to Application: If participant wishes to change their application, they must submit a new application with the changes clearly indicated no later than two weeks before the event. Any changes made via phone will not be permitted.

Application Deadline: Applications must be received by application deadline. Applications received after the deadline can also be considered for acceptance but will need to include a \$50 late fee. Once "Sold Out" is stated on the website under event, the event will not accept any other applications. Please call the SE office if you have any questions regarding festival openings.

EVENT DETAILS

Participation: The participant desires to participate in the event by providing merchandise, services and information to our general public. If the participant's application is accepted by SE, the participant agrees to offer only those items listed on the application, no other merchandise will be permitted without prior written consent of SE. The participant agrees not to sell or distribute merchandise that: SE deems inappropriate or derogatory; or uses the event logo, the event name, or any other likeness associated with our event without prior written consent of SE.

Set-up: Participants need to check in with a SE representative upon arrival as booth spaces might have changed. **DO NOT set up in a space until checking in with SE.**



TERMS & CONDITIONS

Participants will be able to pull their car up to the booth space to unload their merchandise ONLY. This is to help car traffic on the venue during set up. The participant will forfeit the assigned booth space if unoccupied by the start of the event. Load in details will be sent via email no later than (1) week before the event. **Booth spaces are subject to change before the event due to onsite logistical matters.**

Parking & Vehicle Storage: All vehicles must be removed from the venue no less than (1) hour before the start of the event. Street parking may be available as well as pay parking operations. SE is not responsible for providing any parking. Any vehicles left on the venue or within event barricades will be towed. Absolutely no vehicles will be allowed on the venue no less than (1) hour before the fest starts. You are only permitted to bring your car on the venue to pack up if approved by a SE representative.

Tear Down: Participants will be able to tear down (1) hour after the end of the event or when approved by a SE representative. All items left on-site after the close of the event (i.e. food vendor grease buckets, cement blocks, broken personal equipment, etc.) will be disposed of and your deposit check will be kept or you will be charged a \$200 to the payment method on file.

Hours of Operation: We ask all participants to remain open for the duration of the event hours. Participants may begin to close their operation (1) hour before the advertised close of the event. Exceptions for hours of operations may be made. Please notify us (30) days in advance if you foresee a need to close your operation early. In the event an early closure is granted, participant must remove operations by hand or cart. Vehicles are not allowed on the venue during event hours under any circumstances.

Booth Security: The participant will be solely responsible for items left in their booth overnight. We are not responsible for any items lost, stolen or damaged. Off duty police will patrol the grounds overnight but will not be able to watch every space at all times.

BOOTH REQUIREMENTS

If the participant's application is accepted, SE will assign space on the venue for the participant. All merchandise, equipment and materials must fit inside the assigned space. Display and storage outside of the allocated booth space is not allowed. Additional space can be made if purchased and if available on the venue. **The location of participants space will be determined by SE, and reserve the right to adjust the venue prior to the event.** If store is on the venue, we will try to put you in front of your store if within the vendor space area.

Equipment: You must have a **WHITEtent** to participate in a SE production. If you do not have a **WHITEtent**, you must rent one from us in order to participate in the event. Tents can not exceed 10 feet in height. All tents must be properly weighted prior to the start of the event. Weights are provided with rental tents only. **SE is not responsible to weigh down your personal tent.**

Signage: All signage must be clean and properly placed. SE has the right to ask you to remove signage if not presented in the appropriate manner. Signage may not be flown or raised above the tent canopy and sign pole. Please feel free to call our office for specific instructions.

Sound Restrictions: Participant agrees to not have amplified sound of any type within booth. Participants with amplified sound may be asked to vacate space and will not receive a refund. Amplified sound has been determined to create conflict with adjacent participants. Please respect your neighbors.



TERMS & CONDITIONS

Electricity: Electricity is only available by renting from the event. You will be provided 3 outlets, 20 amps each. Edison plugs only. Participants will be restricted from using personal generators due to the noise, exhaust, and safety factors. If needing electric, make sure to tell us 30 days prior to the event so we can place you on the map accordingly. Participants found to be using our electrical sources without prior payment will be charged the \$150 electric fee onsite.

Maintenance: Participants are solely responsible for the appearance of their space. The participant shall maintain its space in a neat, clean and sanitary condition. Participants will clean their space to original condition during tear down or they will be charged a \$50 clean up fee.

GENERAL POLICIES:

Dismissal from the event: In the event the participant is dismissed from the event, they will be asked to vacate the booth space immediately, take all belongings, and will not be allowed to participate for the remainder of the event. The participant may be dismissed or removed from the event if found to be in violation of any of the Terms and Conditions

Legal Liability & Insurance: The participant shall comply with all local, federal, state and municipal laws and ordinances in operation of its booth during the event and shall insure its merchandise against loss by theft or damage. The participant hereby releases SE and its Client, officers, directors, members, and employees from any and all claims for, and agrees that SE and the Client, officers, directors, members, and employees 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 properties. The participant further agrees to indemnify and hold SE and the Client, its officers, directors, members, and employees harmless from and against any and all claims for personal injury, damage to property or theft occurring in or about the event 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 the event.

Conduct: All vendor booths and load-in vehicles inside the venue are subject to search by event security at any time. Any vendor staff found to be storing, transporting, selling or facilitating the sales of illicit substances or involved in any illegal activity will be immediately ejected from the event and turned over to the Chicago Police Department. In addition, the entire vendor operation and staff associated with the violator will be immediately ejected from the event and will lose all right to fees and deposits. There is absolutely zero tolerance for illegal activity at SE festivals.