



Exhibitor Application and Agreement

This form may be filled out and sent electronically, filled out by hand, scanned and sent electronically or filled out by hand and mailed.

Legal Name: _____

D/B/A Name _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Tax ID: _____ Contact Name: _____

Phone: _____ Fax: _____ Email: _____

Determine Your Booth Cost See the Exhibit Hall map in Exhibitor or Sponsor materials for booth options.

	Booth Number <i>choose the booth you want</i>	Booth Cost <i>listed inside the booth</i>	Nonprofit? <i>subtract 50%</i>	Final Cost
<input type="checkbox"/> Exhibit Hall				
<input type="checkbox"/> Food court				

Food court vendors will also need to pay 20% of their total food and beverage sales for the day to Chicago VeganMania

I would like to donate an item for attendee goodie bags and/or the volunteer lounge.
All donations will be acknowledged in the event guide. Please have someone contact me.

ALL PRODUCTS THAT ARE SOLD, SAMPLED OR DISPLAYED MUST BE VEGAN. See definition in application.

For non-food court vendors: Please identify all products that you will be selling at Chicago VeganMania. CVM reserves the right to exclude any items that its management judges to be inappropriate. Please note that if you are selling or offering samples of any food products, they must be in a factory sealed package and not require refrigeration.

Products or services that you will be selling or sampling _____

For food court vendors: Please identify all items that will be on your menu. (See definition of vegan above)

Price	Menu Item	Description
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signage will be provided with Exhibitor name; food items offered and ticket quantity required for each item. The information for this signage must be provided by August 30, 2016.

Food Court Sales: Chicago VeganMania will sell Food Tokens for all food purchases. Each Food Token will have a cash value of one dollar. Food vendors will only accept official Chicago VeganMania Food Tokens. Food vendors will absolutely not accept cash for the sale of food and beverages. Any food vendor who accepts cash for food or beverage will be closed immediately and any tokens accumulated will be void.



Exhibitor Application and Agreement (continued)

Payment: Full payment of the exhibitor fee is required at the time of signing this contract in order for your reservation to be confirmed.

Rules and Guidelines: Exhibitor agrees to abide by and conform to rules and guidelines of Chicago VeganMania in addition to those contained in this application. Failure to abide by CVM rules and guidelines or the requirements set forth in this application, are grounds for denial or closure of Exhibitor's table at Chicago VeganMania.

Licenses: It is the responsibility of the Exhibitor to secure and maintain all applicable licenses, including a Health Department License, if applicable, to sell its products and services to the public. By signing this Agreement, the Exhibitor hereby acknowledges it has complied with all applicable state and county licensing requirements. A copy of the current license and health department inspection forms shall be provided by all food vendors.

Insurance: Exhibitors must submit proof of liability insurance covering their activities on-site in the amount of at least \$500,000.

Liability Disclaimer: Exhibitors are participating at their own risk. Exhibitors recognize that Chicago VeganMania, the Chicago Park District, and any of the other sponsors, donors, or participants for Chicago VeganMania are not responsible for any loss, damage, or mishaps to their materials, equipment, volunteers, or staff.

Chicago VeganMania and their directors, officers, staff volunteers and members (collectively, the "hosts") expressly disclaim and Exhibitor assumes all liability and responsibility for all claims, losses, theft, spoilage, damages, personal injury or property damage that arise from Exhibitor's participation in and hosts' hosting of Chicago VeganMania, including hosts' negligence, breach of contract or duty or other acts or omissions within (other than hosts' willful misconduct). Exhibitor will maintain sufficient insurance to protect itself and hosts from liability, damages or losses arising out of its participation in Chicago VeganMania, including from its own acts or omissions and those of the hosts or any third party. Except for hosts' willful misconduct, Exhibitor agrees to indemnify host (including their attorneys' fees and costs of defense) from any claims arising out of Exhibitor's participation in Chicago VeganMania. In no event shall host be liable for incidental consequential or punitive damages or for failure of equipment, power failures, weather, acts of God, acts of government, acts of third parties, pests, criminal acts or vandalism, accident, fire or other causes not attributable to any host's willful misconduct.

Agreement Acceptance: This Agreement shall be signed by the Exhibitor and returned to Chicago VeganMania. The Exhibitor's fee is due at the time of application. This Agreement shall become effective when signed by an authorized representative of Chicago VeganMania.

I agree that all food court sales transactions will be made using Chicago VeganMania food tokens.
NO CASH SALES IN FOOD COURT.

Exhibitor Name: _____

Contact Name: _____

Tel: _____ Email: _____

Signature: _____ Date: _____ CVM Signature: _____

Exhibitor signature indicates that you will abide by all policies as stated.

Credit and debit card payments can be made through **PayPal**. Send money to **exhibitors@chicagoveganmania.com**

*You must include the name of your business and booth number selection in the notes section of payment to insure proper booth assignment.

If you pay electronically, you may email completed forms to **exhibitors@chicagoveganmania.com**

Please return paper applications with Exhibitor fee to: **Chicago VeganMania, PO Box 7192 Chicago IL, 60680**

MAKE ALL CHECKS PAYABLE TO CHICAGO VEGANMANIA - note booth location / sponsorship level in memo.

If you pay by check you must email **exhibitors@chicagoveganmania.com** with your business name and booth number request. If the check along with copy of the application has not been received in 10 business days, the booth will be released again for other vendors to purchase.

For specific questions, please contact **Sandi Swiss** at **sandi@chicagoveganmania.com**