



CANTIGNY fall



festival

October 8 • 10 am - 4 pm

Vendor Information

- **SELL** your hand-crafted items to thousands of attendees (last year's event drew nearly 8,000 people)
- **MEET** and mingle with like-minded craft artisans
- **SHARE** ideas, projects and techniques with other local crafters and artisans

Event Support

- **PR & MARKETING:** our marketing team will drive news coverage and attendance
- **SPONSORS** will support marketing and advertising
- **PARTNERS & PARTICIPANTS** will actively promote the event

Exhibiting Details

- **BOOTH FEES:** \$40
- **BOOTH SIZE:** 10X10 • bring your own tent • bring your own table and chairs or rent from us - 8' table w/ 2 chairs - \$20
- **SET-UP & TEAR DOWN:** set up can begin at 7 am, tear down cannot begin until 4 pm
(see application and vendor agreement for all rules and policies)

Contact Information

INTERESTED? See attached vendor agreement and application for full details.

QUESTIONS? Please contact Laura Evans at levans@cantigny.org or call 630 260 8266.



Exhibitor Application

Mail this application by **September 23** with payment to:

Cantigny Park
 Attn: Laura Evans
 1s151 Winfield Road
 Wheaton, IL 60189
 Fax: 630 260 8160

Checks should be made payable to Cantigny Park

Please reserve the following space

- 10x10 Vendor Space (\$40)
- 8 foot table w/ two chairs (\$20)

Vendor Space: Vendor space is 10x10 and must have a 10x10 tent. Vendor must supply their own tent. Tables and chairs are available for rent.

Deadline: September 23, 2011

Crafter Name:	Today's Date:
Contact:	Phone:
Email:	Website (if applicable):
Address:	Fax (if applicable):
City:	Types of items to be sold: (submit photos of 3 to 5 items)
State:	
Zip:	
<input type="checkbox"/> Please charge my credit card \$	<input type="checkbox"/> Check enclosed \$
<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard
	<input type="checkbox"/> Discover
Card Number:	Card Holder Name:
Expiration Date:	3-digit code:
Signature:	

Please adhere to the following:

The application for exhibit space must be submitted to Cantigny with full payment and photos of three to five items being sold by deadline to be considered.

Cantigny is not responsible for the collection of revenue and tax.

Cantigny does not assume responsibility for lost, stolen or damaged items. Valuables should not be left in the exhibitor space at any time. Cantigny security is provided for normal protection.

All exhibitor space is assigned by Cantigny. Space location may be moved at the discretion of Cantigny. Exhibit space must be attractive and well-maintained.

Set-up may begin at 7 am. You must be ready to begin business by 10 am and will not dismantle until 4 pm.

Cantigny staff will be located at entrance to check you in and give directions to booth locations and parking areas.

You may unload close to booth area, but will need to move vehicle to designated parking areas immediately after unloading.

You are responsible to bring your own 10x10 tent, tables, chairs and electric needs.

You are responsible for your own booth set-up and take down.

You may provide promotional materials for attendees. Exhibitors are encouraged to have activities in their space such as contests, handouts, prizes, drawing and demonstrations.

You are responsible for the clean up of your specific area including trash and disassembly of additional materials that you bring into your space.

At least one (1) staff member must be present at all times to man your booth.