



Vendor Application/Agreement

Please reserve the following space for our organization

- | | | |
|--------------------------|-------------------------------|-------|
| <input type="checkbox"/> | 10 x 10 Non-Commercial space: | Free |
| <input type="checkbox"/> | 10 x 10 Commercial space: | \$150 |

These items are available to rent if you are unable to provide on your own.

- | | | |
|--------------------------|-------------------------|------|
| <input type="checkbox"/> | 1 8' table and 2 chairs | \$20 |
|--------------------------|-------------------------|------|

Non-Commercial Space:

No commercial products can be sold from these booths, only items with the organization logo. Non-Commercial space is for non-profit organizations that cater to pet education and adoption with include: Rescue Societies Therapy Pet Services

Commercial Space:

Commercial space is for companies who display and sell a broad range of products such as: Pet Food & Treats, Beds, Pet Enclosures, Fencing, Art Work, Pet Photographers, Clothing, Toys, Leashes, Strollers, Trainers, Boarding and Day Care Services.

Deadline: July 12, 2010

Company Name:	
Website:	
Contact Person:	
Email Address:	
Mailing Address:	
City, State, Zip	
Phone:	Fax:
How many staff members will be attending?	
Items to be sold:	
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover	Credit Card #
Exp Date:	CVV Security Code
Card Holder Name (print)	
Signature:	
Amount \$	Date:

Make check/money order payable to: Cantigny 1 S 151 Winfield Road, Wheaton, IL 60189
 Phone: 630-260-8266 Fax: 630-260-8160

Please adhere to the following:

- This application for exhibit space must be submitted to Cantigny with full payment by deadline to be considered.
- Exhibitors must provide their own worker's compensation and property insurance and also general liability insurance and upon request provide proof of insurance to Cantigny.
- 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. Exhibitor may not exhibit any product other than those sold by the exhibitor in the regular course of business. Space location may be moved at the discretion of Cantigny.
- Set-up may begin at 7:00am. You must be ready to begin business by 10:00am and will not dismantle until 4:00pm.
- 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 to designated parking areas immediately after unloading.
- You are responsible for your own booth 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, 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 1 staff member must be present at all times to man your booth.
- One vendor per space.

Initials: _____ Date: _____