

# Cantigny

## FALL FESTIVAL

VENDOR PACKET

Saturday, October 8  
10 am - 4 pm



## Why be a vendor?

*There is a lot of opportunity and support:*

**SELL** your hand-crafted items to thousands of attendees | **SHARE** ideas, projects and techniques with other local crafters and artisans | **BUILD** your hand-crafted business and client list | **RECEIVE** free advertising in print, digital and in-house PR & marketing campaigns | **REASONABLE** booth fees are only \$40 | **SPREAD** the word about your mad skills and talent

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

**QUESTIONS?** Please contact Brian Gray at [BGray@cantigny.org](mailto:BGray@cantigny.org) or call 630 260 8167.

CANTIGNY  
PARK

GARDENS  
MUSEUMS  
GOLF

1s151 Winfield Road  
Wheaton, IL 60189  
630.260.8167  
[Cantigny.org](http://Cantigny.org)

# Fall Festival

Saturday, October 8  
10 am - 4 pm

# Exhibitor Application

Mail this application with payment to:

Cantigny Park  
Attn: Brian Gray  
1s151 Winfield Road  
Wheaton, IL 60189

Application must be POSTMARKED **by September 16**

*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, 2016

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

# Please adhere to the following:

The application for vendor space must be submitted to Cantigny with full payment 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 vendor space is assigned by Cantigny. Space location may be moved at the discretion of Cantigny. Vendor 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 and chairs are available for rent or you may bring your own. Cantigny does not supply electric needs.

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

You may provide promotional materials for attendees. Vendors 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.