



Exhibitor Application

Mail this application by August 20 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

<input type="checkbox"/> 10x10 Non-Commercial Space (Free) <input type="checkbox"/> 8 foot table w/ two 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 education, conservation, preservation, research, etc.
<input type="checkbox"/> 10x10 Commercial Space (\$150) <input type="checkbox"/> 8 foot table w/ two chairs (\$20)	Commercial Space: Commercial space is for profit generating companies who sell goods, products and services. Only items from your company can be sold in the booth.

Deadline: August 20, 2010

Company Name:	Today's Date:
Company Contact:	Phone:
Email:	Website:
Address:	Fax:
City:	Items to be sold:
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 by deadline to be considered.

Exhibitors must provide their own worker's compensation, property insurance and general liability insurance and upon request provide proof of insurance to Cantigny. Non-profits please provide proof of 501(c)3 status.

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 7:00 am. You must be ready to begin business by 10:00 am and will not dismantle until 4:00 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 for your own booth tent, tables, chairs and electric needs. No gasoline powered generators. Approved uses include: propane, dry ice and battery power. Contact SCARCE at 630 545 9710 for alternatives.

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