PILSEN FEST™

August 17-18, 2019

COMMERCIAL VENDOR APPLICATION

PILSEN FEST™

PARTICIPATION FEES

Pilsen Fest 2019 will take place on Saturday August 17th and Sunday August 18th, 2019 in the Pilsen neighborhood of Chicago. This annual fest will be take place at the intersection of Blue Island and 18th Street. Pilsen Fest hours are 12:00pm to 10:00pm Saturday and Sunday.

Commercial vendors must comply with all City of Chicago rules and regulations.

- **$1000.00** One 10ft by 10ft Space.
- **$500.00** for each additional adjacent 10ft by 10ft space. How many total: _____
- **$300.00** for each tent (10ft X 10ft), includes weight. How many tents: _____

Total Amount: _____

VENDOR FEE DUE BY JUNE 1ST, 2019

(Fees include City of Chicago permit. Washing stations and power will be provided.)

Name of Participating Vendor: _____

email: _____ Cel Phone: _____

Address: _____

City and State: _____ Zip Code: _____

Signature: _____ Date: _____

Description of products: _____

_____

ATTACH PHOTOS OF THE PRODUCTS YOU ARE PLANNING TO SALE.

It is expected that vendors participate BOTH days of the Festival. Vendors must bring their own tables, chairs, extension cords and lighting.

Only complete applications will be considered, Pilsen Fest reserves the right to reject any application.

Vendors are responsible for basic clean up of their respective areas and grease disposal.

Fee is none refundable. Initials _____

FORM OF PAYMENT FOR BOOTH AT FESTIVAL

CASH: _____ **CHECK:** _____

CREDIT CARD NUMBER: _____

NAME ON CARD: _____ **EXPIRATION DATE:** _____

CVV or Security Code: _____ **BILLING ZIP CODE:** _____

CHICAGO DEPARTMENT OF Business Affairs and Consumer Protection

SPECIAL EVENT PERMIT APPLICATION

POP-UP RETAIL USER APPLICATION

PLEASE TYPE OR PRINT CLEARLY. *INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED*

THIS FORM MUST BE SUBMITTED 10 CALENDAR DAYS PRIOR TO THE EVENT

FEE: $ 25.00 PER VENDOR. MAKE CHECKS PAYABLE TO THE CITY OF CHICAGO.

An Pop-Up Retail License is issued to any organizer of a short-term trade show, exhibition, event etc. taking place in the City of Chicago where there will be vendors selling merchandise or providing services.

ALDERMAN _____ WARD _____

EVENT INFORMATION

Name of Event

Address of Event

Event Start Date	Event End Date

SPONSORING ORGANIZATION/BUSINESS

Sponsoring Organization/Business Name	Address, City, State & Zip Code
Department of Business Affairs & Consumer Protection	Contact Name
Account Number	Phone Number

If you do not know your account number, please phone (312) 74-GOBIZ. If you do not have a City of Chicago Department of Business Affairs & Consumer Protection account number you will need to complete the Business Information Sheet on pages 26 & 27 or visit www.cityofchicago.org/businessaffairs

Total # of Vendors	Phone Number

List of Vendors*: Name of Vendor(s)	Address	Item to be Sold	Ill. Bus. Tax Number*

*Only vendors who are selling (not just displaying) items needs to be included. You may attach a printout of a list of the vendors if it is more convenient.
**If the vendor does not currently have an Illinois Business Tax (IBT) Number they should contact the Illinois Department of Revenue at (217) 785-3707 to apply.

I hereby swear that all the information I have stated above is true.

Print Name _____ Date _____

Organizer/Owner/Officer Signature _____

PILSEN FEST™

CONTACT US

Pilsen Fest uses music, theatre, poetry, food culture, handcrafts, educational seminars, and the arts as a means of promoting and preserving Pilsen's rich cultural heritage. Recognizing the historic and cultural value that the Pilsen neighborhood holds for Latino/Mexican Chicago, the Pilsen Fest uses the arts to expose Chicago to the local and national artistic talents and to embrace the history and community pride that Pilsen represents for the diversity of Chicago as a global city. To get in contact, call us:

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