

BERWYN'S 18TH ANNUAL OKTOBERFEST PRESENTED BY LOYOLA MEDICINE & MACNEAL HOSPITAL CRAFTER/VENDOR FORM



MacNeal
Hospital

FRIDAY, SEPTEMBER 14, 2018 – 6:00 PM TO 11:00 PM
SATURDAY, SEPTEMBER 15, 2018 – NOON TO 11:00 PM

This popular two-day event in Berwyn, IL, which brings in approximately 13,000 people, will feature food vendors, crafters, a beer garden, amusement rides, children's activities and musical performances. Don't delay, be a part of this favorite family event. Mail completed form below with payment by **Friday, August 31, 2018**. **Submission of payment and application does not guarantee space.** All vendor applications are subject to review and approval. **Please see reverse for terms and conditions.**



- **Crafter Fee \$75.00** (handmade wares)
- **Vendor Fee \$125.00**
- **Crafter & vendor fees include one 15 amp plug-in**
- **Additional electricity \$50 per 15 amp plug-in**

Join the fun! Be a part of Oktoberfest.

CONTACT NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

ON SITE PHONE NUMBER: _____ EMAIL: _____

Type of merchandise to be sold or information distributed: _____

I acknowledge reading Terms & Conditions on reverse side. SIGNATURE _____

Please choose Vendor type and which days you will participating below:

NOTE: No extra charge for both days!

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> \$75 Crafter | <input type="checkbox"/> \$125 Vendor | <input type="checkbox"/> \$50 Electricity (per 15 amp plug-in)
extra plug-in _____ |
| <input type="checkbox"/> Both days, 9/14 & 9/15 | <input type="checkbox"/> Friday, 9/14 | <input type="checkbox"/> Saturday, 9/15 |

Enclosed is my check in the amount of \$ _____, payable to **Berwyn Development Corporation**

I prefer to pay by credit card

NAME ON CARD: _____

BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CREDIT CARD # _____ EXP. DATE: _____ SECURITY CODE: _____

SIGNATURE: _____

Mail this portion of the form along with your payment to:

Berwyn Development Corporation
3322 S. Oak Park Avenue
Berwyn, IL 60402



Terms & Conditions

1. **Booth Size & Placement:** Booth sizes are 10 feet by 10 feet. Vendors may purchase no more than two booth spaces. Vendors must provide their own tent, booth, tables, chairs and signage. Vendor must also bring their own 100 foot extension cord and lighting. The BDC will only supply electricity. Tents must be weighted down with 30 lb. weights. Vendor locations will be assigned by the BDC and will be available 2-3 days prior to the show. We reserve the right to relocate a vendor when necessary, even after space has been assigned. In addition, the BDC reserves the right to turn down and limit the number of vendors based on the nature of the services or products sold.
2. **Exclusivity:** The BDC does not grant or ensure the exclusive right of vendor to offer for sale any specific item(s) and reserves the right to disallow the sale of any items or services for any reason at the BDC's full discretion.
3. **Electrical Requirements:** One 15 amp electrical plugin is included in the vendor fee. Additional electricity will be provided at a cost of \$50 per plug-in. Vendor must also bring their own 100 foot undamaged extension cord and lighting. The BDC will only supply electricity.
4. **Setup & Tear Down:** Each vendor is responsible for setup, tear down and cleanup of booth space. **Setup times will be assigned prior to the event, beginning at 10:00am and must be completed by 4:00pm on Friday, September 14, 2018.** Saturday only vendors must be set up by **11:00am on Saturday, September 15, 2018.** For the safety of visitors, you will not be allowed to use any motorized vehicle on the premises after 4:00pm. **Tear down will take place after Oktoberfest ends at 11:00pm on September 15, 2018.** No motorized vehicles will be allowed in vendor area before 11:15pm. Trash containers and centralized dumpsters will be available.
6. Vendor releases and discharges, covenants not to sue and agrees to indemnify the BDC and the City of Berwyn, and their officers, employees, agents, representatives and volunteers from any and all known or unknown damages, injuries, losses, judgments and/or claims from any cases whatsoever that arise in any way from the Event or this Application/Agreement, including attorneys' fees and costs incurred by the indemnified parties.
7. Violation by Vendor of any terms in this agreement or any specific event rules as set forth by the Berwyn Development Corporation will render this contract void. Upon such violation, the Berwyn Development Corporation may, at its discretion, require Vendor to immediately cease operation at the event, and, within a reasonable period of time, remove all items and equipment, without reimbursement of any expenses or fees paid by Vendor.
8. Vendor must return this Application/Agreement to Berwyn Development Corporation on/or before **5:00 pm, Friday, August 31, 2018. Cancellations after this date will not be eligible for a refund. No applications will be accepted after this date.**

