



# CHICAGO FASHION FEST

Be a part of the shows, tell us which runway segment you would like to participate in!

## RUNWAY SHOW THEMES:

West Town Live • Wicker Park After Dark

Do Fashion Do Division • Taste Of Division Street

Kid's Rock! • Teen's In Style • Men's Wear

Doggie Couture • Bridal • Vintage Collections

Wearable Art / Pop Art / Graffiti • Salon Artistry

Recyclable/ Re-Invented Avant Garde

Invented In Chicago / Made In Chicago

**Why Participate in DO Chicago Fashion Fest?** This sponsorship gives your brand the opportunity to be associated with a unique fest within a fest event. Plus sponsorship can connect your business with a wide range of consumers through sampling/sales, lead generation, displays, retail bounce-back programs, on-site signs, media logo inclusion, web links and more. Sponsorship of Do Chicago Fashion Fest offers your business direct, live exposure to large crowds in a three day weekend. The consumer will not just see the product but will be able to touch it, hear it, use it and best of all purchase it. Branding for the event will reach over 500,000 people before the start of event day.

**RETAIL VENDOR APPLICATION 2019 DO CHICAGO FASHION FEST @ DO DIVISION STREET FEST**

**3 DAYS! FRIDAY May 31<sup>st</sup> 5-10PM, SATURDAY JUNE 1<sup>st</sup> & SUNDAY JUNE 2<sup>nd</sup> 12PM-10PM**

**3 DAYS Retail VENDOR 10'x10' Space & Runway Segment**..... **\$800**  
 Includes: **Space Only** you may bring your own white tent or optional rental info below



**+ YOU GET:** Advertising Logo Placement on print materials, Press Release, Logo Placement on Step & Repeat Photo Wall, LED Video Wall Stage Announcements, **Models wearing YOUR brand on the runway, 2 day slots in fashion show 10-15 Looks.** Space is limited, applicants will be approved upon (CFF) Chicago Fashion Fest Administrative Review.



**RENT THE RUNWAY DESIGNERS, SALONS & BOUTIQUES (CREATE YOUR OWN SHOW SEGMENT)**  
 Includes: **Runway Show Time Slot Only...** You provide your own theme, designer, models hair and make up. "Additional" to any above package or "Individual" Time Slots **create your own runway segment** to represent and promote your business.

**Daytime Slot (Stage hours 1pm-5pm) Your Presentation** ..... **\$250**  
**Evening Slot (stage hours 7pm-9pm) Your Presentation** ..... **\$350**



**"Support Local Artist" Sponsorship Opportunity**  
**Designer \$150** \_\_\_\_ **Runway Segment \$200** \_\_\_\_ **Band \$250** \_\_\_\_ **Dancers \$100** \_\_\_\_ **DJ \$75** \_\_\_\_  
 As a Sponsor you will be giving local artists, the chance to show off their talents to a large consumer attendance and help them open doors to future opportunities. Your Logo Presented throughout an Artist's performance on stage, website representation and print posters, flyers and stage announcements.

**Sponsorship, Corporate or Sampling Vendor Package** ..... **Inquire**  
 All corporate vendors seeking priority sponsor/sampling placement **on-site** Includes: Advertising Logo Placement on Printed Materials, Press Release, Social Media, Step & Repeat Photo Wall, LED Video Wall, Stage Announcements, Onsite Promotions, Post Event Marketing.  
 \_\_\_\_ (Additional Option) **With onsite 10x10 tent space, Fashion Show Daytime Slot, Evening Slots**..... **Inquire**

**OPTIONAL RENTAL EQUIPMENT AVAILABLE: Please X required equipment:**

- \_\_\_\_ 10' x 10' Tent Canopy with water barrels.....\$275
- \_\_\_\_ 6' x 30" Table.....\$30 ea. x \_\_\_\_ Quantity = \$ \_\_\_\_
- \_\_\_\_ Chair.....\$10 ea. x \_\_\_\_ Quantity = \$ \_\_\_\_
- \_\_\_\_ One Electricity Outlet up to 20 AMPS.....\$85

**YOU MUST indicate what you will be plugging into the outlet** – Description of Electric Use:

*Be as specific as possible: lap top, number of lamps or lights including wattage, cash register etc. Anything over 20 AMPS will have an additional fee of \$75 per 20 AMPS. Ordered Rental Furniture (chairs/tables) will be available for pick up Friday at a central location to the site. Any other necessary equipment including lights for tent must be provided by vendor. All rental furniture must be returned and checked in at the same location on Sunday evening post-event to avoid fines.*

\$ \_\_\_\_\_ + \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 Space Fee (plus) Rental, Upgrades, Electric (equals) **TOTAL DUE**

**Please make checks to Dynamic Events. 1754 W. Division Street Chicago IL 60622 Office 773.772.2772 chicagofashionfest@gmail.com**

BUSINESS NAME: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_

ADDRESS / ZIP: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ E-MAIL ADDRESS (REQUIRED): \_\_\_\_\_

EVENT ONSITE CONTACT PERSON: \_\_\_\_\_ MOBILE TELE: \_\_\_\_\_

TYPE OF MERCHANDISE/ SERVICE TO BE SOLD/SAMPLED/DISPLAYED (Brief description, price range, etc... use opposite side of page, and attaching photographs etc...) All Vendors SELLING goods must have or have applied for an ILLINOIS BUSINESS TAX ID NUMBER (IBT). To obtain an IBT number visit: <http://www.revenue.state.il.us/Businesses/> **IBT # REQUIRED** \_\_\_\_\_

**APPLICATION, CONTRACT & PAYMENT DEADLINE: April 15th, 2019** Notification of Acceptance/Rejection (email): APRIL 29th, 2019  
 Vendor Placement & Site Plans (email): May 27, 2019

# 2019 Do-Fashion Fest RETAIL VENDOR CONTRACT

This Vendor Contract is between \_\_\_\_\_ ("Vendor") and the Chicago Fashion Fest (CFF). Each occurrence of the Do Fashion Fest is referred to as the "Fest"

## Section 1. Grant of Space

If accepted by CFF, which acceptance shall be given or withheld in CFF's sole discretion, of the Vendor application, and upon receipt of this signed contract, and receipt of payment, CFF will grant Vendor the right to use, on the terms and conditions herein, a designated booth in the Fest (the "Space") on **May 31st 2019 from 5 pm-10 pm, and June 1st, June 2nd, 2019 from 12 pm-10 pm**; provided that Vendor shall have additional time for set-up/take down as may be communicated to Vendor by CFF. The Fest will take place on Division Street between Damen Avenue and Leavitt. The "Do Fashion Fest Area" will take place on an adjacent and connected side street Honye off Division Street.

## Section 2. Laws and Permits

- A. Vendor must comply with all relevant local, state and federal laws.
- B. Vendor is responsible for obtaining and paying for any and all business licenses and taxes that are required for its operation, including state sales tax.
- C. If selling goods, Vendor must provide CFF with a valid IBT Number or a copy of a submitted application in order to participate in the Fest.
- D. Vendor will not be allowed to participate unless it has fully complied with all city and state requirements and other responsibilities under this Agreement, including but not limited to the timely submission of certificates and required documents and timely payment of the participation fee.

## Section 3. Use of Space; Vendor Conduct

- A. Vendor's use of the Space is non-transferable. Vendor may not allow anyone else to use the Space without the express permission of CFF.
- B. CFF offers no guarantees or warranties of any kind. The Fest occurs rain or shine. Once accepted, no refunds or rain checks will be given for any reason. There will be no refunds whatsoever if any unforeseen circumstances, acts of God, terrorism, or war result in the cancellation of the event.
- C. The Space is provided as-is. Limited numbers of tables, chairs, canopies, and electricity hook ups are available to rent from CFF. Vendors requiring rented equipment must enclose the required fee and order each item on the application. Rentals: chairs and tables will be available for pick up at a central location on Friday afternoon—and must be returned and checked in at that same location on Sunday evening. Missing rental equipment costs will be billed to vendor if not returned and checked in. Rented tents will be erected in the Space. IF electricity is ordered, an electric outlet will be available near the Space, vendors should bring a long outdoor extension cord in order to reach outlet.
- D. **Vendor must weigh down tents brought in independently with sand bags or water barrels at Vendor's expense. If tents are not weighed down properly, CFF may choose to remove them and/or charge Vendor for cost of additional water barrels, \$100 each. We suggest vendor brings tarps (in case of rain) to cover your own merchandise and property.**
- E. Vendor must keep its merchandise within the allotted boundaries of the Space.
- F. Vendors shall not be permitted to amplify music, without prior written consent of CFF.
- G. Vendors must be set up and ready for operation by 5 pm Friday (the official opening time of the Festival) and must vacate the Festival grounds no later than two hours after the official closing time of the festival. Vendor may not vacate the Fest prior to the official closing time of 10 pm on **June 2nd** without the express permission of CFF.
- H. **Vendors must remove all products and equipment overnight each night of the Fest.** It is at the Vendor's own risk to leave any equipment or product belonging to the Vendor on the Fest site over night, and CFF cannot be held responsible for any loss or damage to said product or equipment. There will be at least two security guards overnight each night of the Fest.
- I. No vehicles are permitted in the Festival after 3:30pm Friday, and 11am Saturday & Sunday or before 11pm. During the Festival's hours of operation (5-10pm , Noon-10pm ) merchandise must be transported by hand or on a small cart. Vendor is responsible for its parking arrangements.
- J. **Vendor must remove its own trash from the Space and dispose of trash in containers provided by WTCCC. Vendors must leave the Space trash-free and in the same condition as when initially provided. Vendor will be charged \$150 penalty for any debris or trash left on site.**
- K. All the terms of the Vendor Application and Notes associated therewith are incorporated in and made a part of this Vendor Contract.

## Section 4. Merchandise; Prohibited Items

- A. CFF may inspect Vendor merchandise at any time to determine that it is consistent with the merchandise represented in the application. CFF may terminate Vendor's rights granted herein if Vendor's merchandise is not consistent with its application.

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- B. In accordance with Illinois law, Vendor is prohibited from selling baby food, infant formula, or similar products or any pharmaceuticals, over-the-counter drugs, or medical devices. Vendor may only sell cosmetics if Vendor has an identification card identifying Vendor as an authorized representative of the cosmetics manufacturer or distributor.
- C. Vendor is also prohibited from selling counterfeit items, unlicensed merchandise, guns, ammunition, alcohol, drug paraphernalia, items prohibited by Illinois or federal law, or any merchandise that CFF considers racist, discriminatory or offensive.

## Section 5. Indemnification and Release

- A. Vendor will release and will hold harmless the Chicago Fashion Fest, West Town Chamber of Commerce, Criterion Productions, and the City of Chicago from any and all claims arising from any injuries, losses or damages (whether to person or property) caused by Vendor, Vendor's merchandise, or Vendor's participation in the Fest.
- B. Vendor agrees to indemnify CFF, West Town Chamber of Commerce, Criterion Productions and the City of Chicago from any and all expenses arising because of any such claim.

## Section 6. Advertising

- A. Any Vendor wishing to advertise must do so at its own expense. Any advertising of the Fest must be approved by CFF prior to publishing.

## Section 7. Causes for Denial of Selling Privileges; Disciplinary Actions

- A. Any Vendor who seeks to evade, or refuses to make payment of the proper rental fees will be denied selling privileges.
- B. Use of racial or ethnic slurs, profanities, derogatory language and other inappropriate behavior will not be tolerated on the Fest premises and will be cause for denial of selling privileges.
- C. If CFF learns of written or verbal complaints against a Vendor showing reasonably conclusive evidence that the Vendor has practiced deception by either: (i) displaying or selling merchandise packaged to misrepresent the quality or condition of such merchandise, or (ii) giving false information regarding the origin, variety, quality, condition or value of the merchandise, CFF may terminate the rights granted to Vendor herein or take other appropriate action.
- D. CFF may take appropriate action against any Vendor who fails to comply with relevant laws (federal, state and local), this Vendor Contract, or other rules established by CFF. Such actions may include, but are not limited to, termination of the rights granted to Vendor herein, permanent denial of selling privileges, or other relief deemed necessary by CFF.

*CFF may impose additional rules and regulations, as CFF deems necessary. CFF will notify Vendor of these additional rules. Please make a copy of this contract for your records. Signed contracts will remain at the CFF office.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
**Michelle Gomez**  
Chicago Fashion Fest      773.907.8602

\_\_\_\_\_  
Print Vendor Name      Date

\_\_\_\_\_  
Date

## **APPLICATION, CONTRACT & PAYMENT DEADLINE: April 15th, 2019**

Notification of Acceptance/Rejection (email): April 29th, 2019

Vendor Placement & Site Plans (email): May 27, 2019

***Please send complete application, signed contract, & payment to:***

**DYNAMIC EVENTS 1754 W. Division Street Chicago, Illinois 60622**

*Full refund will be rewarded if application is not accepted. For more information visit call 773.772.2772, or email [chicagofashionfest@gmail.com](mailto:chicagofashionfest@gmail.com)*