



## Vendors and Exhibitors at the 2023 SHOW

Food Court / Merchandise / History & Museums / Aircraft Rides / Non-Profit Organizations 501c3

Application for Exhibit & Vendors Space - 19<sup>th</sup> Northern Illinois Airshow Saturday, September 9, 2023

Company Name \_\_\_\_\_ Web Site \_\_\_\_\_

Company Contact \_\_\_\_\_ E-mail \_\_\_\_\_

Telephone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Amount \$ \_\_\_\_\_ Check # \_\_\_\_\_

**100% of Payment is required with application.**

Please list in detail the products or services you plan to promote. No other products will be allowed in your exhibit space except those listed and approved. Best effort will be made for **two (2) exclusive items**. **Please note: Exclusive items cannot include items such as bottled water, soda, hot dogs, hamburgers or other common festival fare. Exclusive items will be approved as applications are received.**

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**EXCLUSIVE ITEMS**

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**Total Amount**

**Food Vendor:**

Cost is **\$650\*** for each 10'x10' space, include separate \$200 check for cleaning deposit – check will be returned if your assigned area is cleaned appropriately.

\$ \_\_\_\_\_

\*FULL PAYMENT **MUST BE MADE BY 25 AUGUST 2023** or cost goes up to **\$1,000**

**Commercial Exhibitor:**

Cost based upon the needs of both parties – contact us for price

\$ \_\_\_\_\_

**Extras:**

Tables - Number required \_\_\_\_\_ \$25.00 each \$ \_\_\_\_\_

Chairs for Exhibit Areas - Number required \_\_\_\_\_ \$10.00 each \$ \_\_\_\_\_

Additional Wristbands (5 Free) - Number required \_\_\_\_\_ \$15.00 each \$ \_\_\_\_\_

Exhibitor Parking Passes (2 Free) - Number required \_\_\_\_\_ \$15.00 each \$ \_\_\_\_\_

**Electricity Needed:** Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what Volts \_\_\_\_\_ & amps \_\_\_\_\_

**MOVE-IN SCHEDULE**

**SET UP DATE & HOURS**

**INDOOR AIRCRAFT DISPLAYS:**

Friday, September 8, 2023 5:00 p.m. – 7:00 p.m.

**FOOD VENDORS DISPLAYS:**

Friday, September 8, 2023 3:00 p.m. – 8:00 p.m.

**INDOOR AND OUTDOOR DISPLAY AREAS:**

Saturday, September 9, 2023 7:00 a.m. – 9:00 a.m.

- Please note that **NO vehicles** will be permitted in the display area Saturday, September 9, 2023 between 9:00 a.m. – 5:00 p.m.
- Please note that **INDOOR DISPLAY AIRCRAFT** need to arrive for positioning Saturday, September 9, 2023 no later than 9:00 a.m.
- Aircraft may arrive as early as Friday and may stay beyond Saturday to accommodate weather considerations.

**All Food Vendors:** must be ready to start to serve by **10:00 a.m.** on Saturday.

**All Exhibitors:** must have their booth ready by **10:00 a.m.** on Saturday.

**MOVE-OUT SCHEDULE**

**INDOOR AND OUTDOOR DISPLAY AREAS:**

Saturday, September 9, 2023 after 5:00 p.m.

- No Vendors and Exhibitors are allowed to tear down their display before 5:00 p.m. Saturday, September 9, 2023.
- There will be no vehicles permitted on the airport ramps until after 5:00 p.m. Saturday, September 9, 2023.

# PARKING AND WRISTBANDS

## VENDORS AND EXHIBITORS PARKING

Two parking passes, for Vendors and Exhibitors, are provided free of charge.

Vendors and Exhibitors that require parking passes, in addition to those provided, may purchase them for \$15.00 each.

## VENDORS AND EXHIBITORS WRISTBANDS:

Five wristbands, for Vendors and Exhibitors, provided free of charge based on the size and location of exhibit space purchased. Vendors and Exhibitors wristbands are valid all day long, including move-in and move-out day.

Vendors and Exhibitors that require wristbands, in addition to those provided, may purchase them for \$15.00 each

- Wristbands are **not** mailed out in advance. You must pick them up at the time of set up.
- Wristbands are required for entrance to the show. No one will be permitted into the show site without a wristband.

***Exhibit space must be paid in full before Vendors and Exhibitors wristbands will be released.***

# COMMERICAL EXHIBITOR

***Non-Profit Organizations 501c3 and Military, no charge to promote their organization.***

*Bring your own, table and chairs or rent see above.*

# INSURANCE

Each **vendor** is required to provide the Northern Illinois Airshow an original Certificate of Insurance in the amount of \$1,000,000.00 for Comprehensive General Liability to include Products & Liability. Insurance Certificates must include the Northern Illinois Airshow and the Waukegan Port District as Additional Insured. **Certificates are due at the time the application is sent in.**

*I understand that adherence to the rules and regulations are a must and that any violations of said application will result in immediate removal from the Northern Illinois Airshow and fees will be forfeited. I also understand that the acceptance of businesses into the airshow are done on a first come first serve basis. I do fully understand that the selection of food vendors is done by the Food Chairman, and decision is final.*

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*Signature*

*Date*

***Return Application To:***  
*Northern Illinois Airshow*  
*2601 W. Plane Rest Drive*  
*Waukegan, IL 60087*

***Exhibitor Contact: Marge Freeman***  
*E-Mail: [exhibitors@northernillinoisairshow.com](mailto:exhibitors@northernillinoisairshow.com)*  
***Vendor Contact: Marge Freeman***  
*E-Mail: [vendors@northernillinoisairshow.com](mailto:vendors@northernillinoisairshow.com)*