

# *Portage Park Community Fair*

*Formerly "Art in the Park"*

*Sponsored by*

*Knights of Columbus Tonsi Council #1567*

Dear Artist, Crafter, & Vendor: This is your invitation to participate in the

## *21st Annual*

*Portage Park - Community Fair*

**ART & CRAFT & COLLECTABLE FAIR**

**TO BE HELD ON**

**SATURDAY & SUNDAY**

**SEPTEMBER 16TH AND 17TH, 2017**

**PORTAGE PARK, CHICAGO**

**IRVING PARK ROAD & CENTRAL AVENUE, CHICAGO, ILLINOIS.**

**We Offer You Low Reasonable Entrance Fees  
One or Two Days, No Extra Fee for the Second Day!**

**Entrance fee POSTMARKED prior to 6-1-17 of \$80.00**

**Entrance fee POSTMARKED prior to 9-1-17 of \$100.00**

**Entrance fee POSTMARKED ON OR AFTER 9-1-17 of \$150.00**

**We try our best to honor your requests — if we can.**

**We want you to be successful because we want you back in future years!**

**If after reading the application, you have any questions,**

**Call 773-575-4171 or Email: [KofC\\_Art\\_In\\_The\\_Park@yahoo.com](mailto:KofC_Art_In_The_Park@yahoo.com)**

**We Look Forward To Seeing You In September!**

***We Greatly Appreciate Your Support!***

# 21<sup>th</sup> Annual KofC Portage Park Community Fair

**PLEASE ADD: [KofC\\_Art\\_in\\_the\\_Park@yahoo.com](mailto:KofC_Art_in_the_Park@yahoo.com) to your "Contact List"**

***Failure to do so may result in future applications and your Credentials being routed to your "SPAM" box.***

- NOTE:** All spaces will be assigned as completed applications are received.  
Register: (US Postmark) for space consideration.
- Dates:** Saturday September 16th, - 17th; 2017 (NO RAIN DATES)
- Where:** Portage Park, Chicago Park District — Irving Park Rd. & Central Avenue — Chicago, Illinois
- When:** From 7:00 A.M. both days. Hours Open to Public is from 9:00A.M. To 5:00 P.M. daily.
- How:** Spaces are assigned. Exhibitors may go to their locations on the days of the event. A copy of your space location on a map will be E-mailed to you after acceptance.
- Cost:** [Before June 1<sup>st</sup>, 2017; \$80.00], [By August 31<sup>st</sup>, 2017 \$100.00]  
[On or After September 1<sup>st</sup>, 2017 150.00].  
Spaces are approximately 100 sq. ft. sizes will vary. No electrical or tables are provided. The fee covers both days. The fee is non-refundable.
- Deadline:** August 31, 2016.  
Applications received after 8-31-17 are not guaranteed a space and are assigned on a first come, first serve basis

***Space is limited. Register early!***

**Regulations:**

1. **Exhibitors supply their own display stands, tables and chairs** (not to exceed the allotted space).
2. Only hand crafted, collectible or new items may be sold — no used items.
3. The Official Vendor Credential, mailed or emailed to you, **MUST** be displayed on the site during Event.
4. Exhibitors must remove all items and canopies each night by 6:00 P.M.
5. Exhibitors must clean up their locations each night and deposit trash in trash cans each day.
6. Knights of Columbus retain the right to decline Exhibitors Applications at any time by returning fees received.

**EXHIBITORS MUST FOLLOW RULES/REGULATIONS OF THE  
CHICAGO PARK DISTRICT, CITY OF CHICAGO AND KNIGHTS OF COLUMBUS.  
FAILURE TO DO SO CAN RESULT IN EXPULSION WITHOUT A REFUND.**

**Questions:** Call: 773-575-4171  
Email: [KofC\\_Art\\_in\\_the\\_Park@yahoo.com](mailto:KofC_Art_in_the_Park@yahoo.com)  
[www.kofc-1567.com](http://www.kofc-1567.com)

**Registration: Send Your Completed / Signed Entry Form**  
Below With Your Check Or Money Order To:----->

**KNIGHTS OF COLUMBUS  
TONTI COUNCIL #1567  
C/O KURT SEDLACEK  
5153 W. STRONG ST.  
CHICAGO, ILLINOIS 60630**

<b>2017 PORTAGE Park Community Fair Application</b> Print - All Information Is Required			
Applicant Name:			
Company Name:			
<input type="checkbox"/>	I Am An Independent Consultant With The Above Company.	<input type="checkbox"/>	I Am NOT An Independent Consultant With The Above Company.
Address:			
City:	State:	Zip:	

Office Use Only	
Space Assignment	
Vendor/Sponsor No.	
Date Received	
Check No.	
Amt.	

COMMUNICATIONS			
EMAIL ADDRESS <i>PRINT CLEARLY!</i>			
WOULD YOU LIKE US TO SHARE YOUR INFORMATION WITH OTHER EVENTS?		YES	NO
TELEPHONE(S)			
DAY		EVENING	
CELL		COMPANY	EXT

PARTICIPATION OPTIONS					
COMPLETE ALL THAT APPLY	# OF SPACES REQUESTED	PRIOR TO 6/1/17	6/1/16 THRU 8/31/17	ON OR AFTER 9/1/2017	AMOUNT DUE
NUMBER OF SPACES NEEDED		\$80.00 PER/SPACE	\$100.00 PER/SPACE	\$150.00 PER/SPACE	

<b>FOR SPONSORSHIP INFORMATION PLEASE CALL 773-575-4171</b>			
	PLEASE REMIT TO:	KNIGHTS OF COLUMBUS C/O KURT SEDLACEK 5153 W. STRONG ST. CHICAGO, ILLINOIS 60630	TOTAL AMOUNT DUE AND ENCLOSED

WILL YOU BE USING A CANOPY?    YES    NO
PLEASE LIST SPECIAL NEEDS IF ANY?
PLEASE LIST PRODUCTS THAT WILL BE SOLD SUCH AS JEWELRY, ART ETC.

**WAIVER**

IN CONSIDERATION OF SIGNING THE AGREEMENT, I HEAR BY FOR MYSELF, MY HEIRS, AND ADMINISTRATORS, ASSUME ANY AND ALL RISKS WHICH MIGHT BE ASSOCIATED WITH THE KNIGHTS OF COLUMBUS ART & CRAFT & COLLECTIBLE FAIR CALLED ART IN THE PARK — PORTAGE PARK, CHICAGO, I WAIVE AND RELEASE ANY AND ALL RIGHTS AND CLAIMS FOR DAMAGES WHICH I MAY HAVE AGAINST THE KNIGHTS OF COLUMBUS ART & CRAFT & COLLECTIBLE FAIR, AND ANY OTHERS CONNECTED WITH THIS EVENT, THEIR REPRESENTATIVES, SUCCESSORS AND ASSIGNS, FOR ANY AND ALL INJURIES OR DAMAGES OF ANY KIND WHATSOEVER SUFFERED BY ME AS A RESULT OF TAKING PART IN THE ART & CRAFT & COLLECTIBLE FAIR AND ANY OTHER RELATED ACTIVITIES.

I HAVE READ THE ABOVE GENERAL INFORMATION, REGULATIONS AND WAIVER OF THE KNIGHTS OF COLUMBUS ART & CRAFT & COLLECTIBLE FAIR AND I AGREE TO COOPERATE FULLY AND ABIDE BY THESE STANDARDS.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

## Application Instructions

Please PRINT CLEARLY All Sections Of Your Application!

Applicant Name - Please Print Your Name. This Will Be the Contact Name.

Company Name - Please Print Your Company Name. If You Are Representing a Name Brand Such as Avon Tupperware, Etc. Please Enter That Trade Name.

Independent Consultant - If You Are Considered an Independent Consultant for The Company Please Check The: "I Am an Independent Consultant With The Above Company".

-If You Are Not Considered An Independent Consultant For The Company, Then Check The: "I Am Not an Independent Consultant with the Above Company".

Address - Please Print Your Contact Address.

City, State, Zip - Please Print Your Contact City, State, Zip.

### Communications

Email Address - Print Clearly, The Email Address Is The Method Used To Deliver Your Credentials And Other Valuable Information. If your e-mail address has changed – please indicate and supply new address.

**PLEASE ADD: [KofC\\_Art\\_in\\_the\\_Park@yahoo.com](mailto:KofC_Art_in_the_Park@yahoo.com) to your "Contact List"**  
**Failure to do so may result in future applications and your Credentials being routed to your "SPAM" box.**

Telephone(S) - Please Print All Telephone Numbers That Apply In The Appropriate Box.

### Participation Options

Space - [Work Across The Lines] Please Check This Option If You Wish A Space Or Spaces At Art In The Park To Sell Your Products.

- Then Indicate The Number Of Spaces Needed Under "No. Requested".

- Then Multiply The Number Of Spaces Requested By The Appropriate Amount [Based On Date Postmarked] And Enter That Amount Under "Amount Due".

Sponsorship - Please Check This Option If You Are A Sponsor Or Wish To Consider Becoming A Sponsor Of The Event. We Will Then Contact You Or Feel Free To Contact Us To Discuss The Possibilities.

Total Amount Due And Enclosed - Please Add The Amount Due Column And Enter This Amount. Please Make Checks Payable To: Knights of Columbus – Tonti Council #1567

Will You Be Using A Canopy? - Please Indicate, Yes Or No [Circle The Appropriate Response]

Please List Special Needs If Any? - Please Print Any Special Request. We Will Try To Comply.

Please List Products That Will Be Sold - Please Print; List The Types Of Products Or Services To Be Sold I.E. "Framed Art". Please Indicate If Your Products Are Handmade Or New.

If You Are an Independent Consultant, Please Indicate The Trade Name Of The Products To Be Offered.

Waiver – Please Read, Understand, Date, And Sign This Waiver. NOTE: No Application Will Be Accepted Without A Date Or The Signature Of The Applicant. The Application Will Be Returned.

Please Returned The Completed Application And Check To:

Knights of Columbus c/o Kurt Sedlacek  
5153 W. Strong St., Chicago, Illinois 60630