

PrairieFest 2020 • Expo Village

Showcase your business, craft, or organization to the thousands in attendance during PrairieFest, Oswego's annual hometown celebration! Held Thursday through Sunday each Father's Day weekend, PrairieFest offers petting zoos, pony rides, carnival, children's stage, national entertainers on the main stage, exciting activities, and great food attractions. Take advantage of this unique opportunity to meet your public or advertise your services to the estimated 75,000+ in attendance at Prairiefest Park.

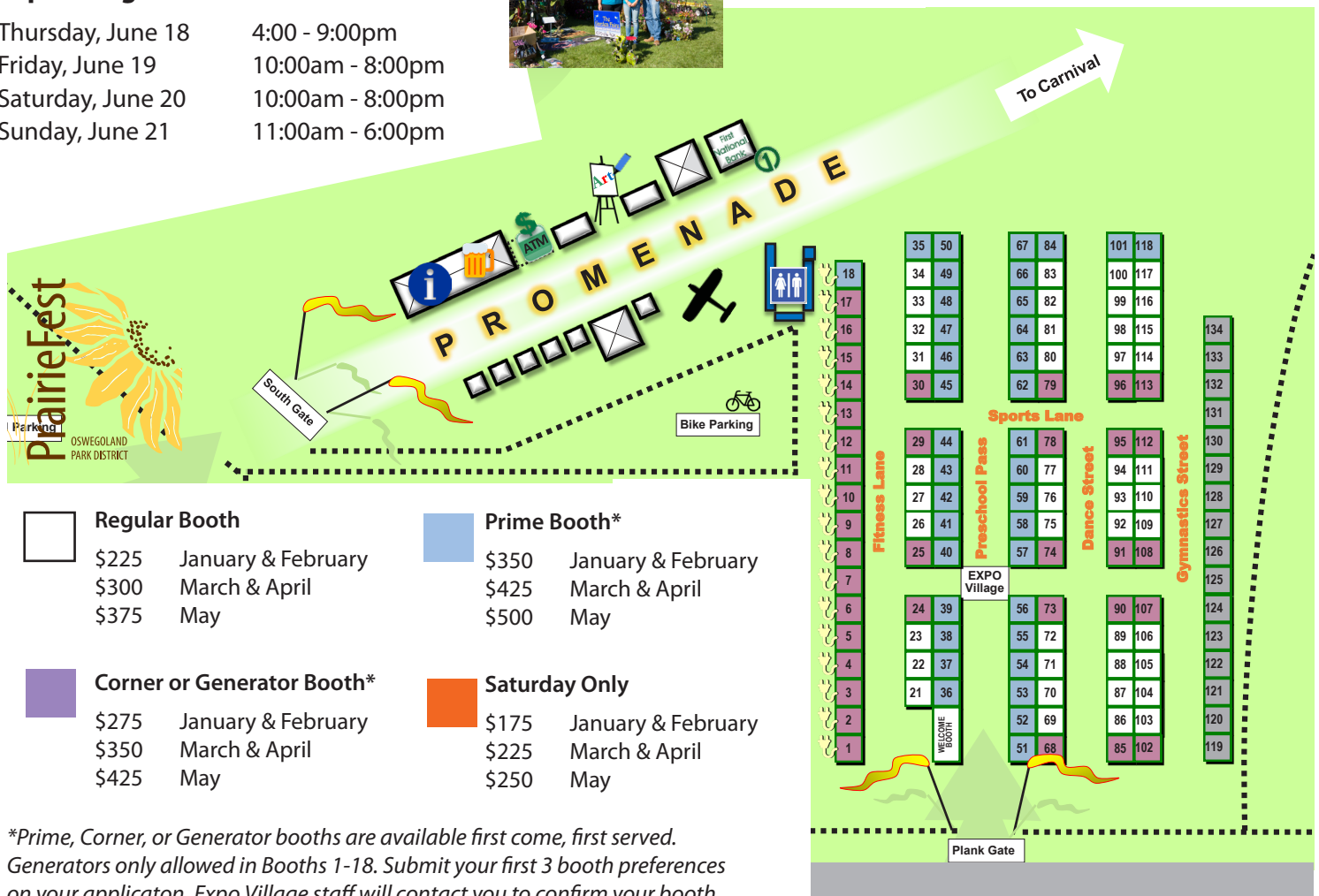
About Your Booth

- Generators are only allowed in specific booth areas.
- This is a rain-or-shine event. We recommend a tightly secured canopy.
- Each space is a 12' x 12' grassy area. Vendors provide their own tables and chairs.
- Full Expo Village set up is June 18 from 10am-3:30pm with take down June 21 from 6-8pm.
- Saturday Only booths set up 7-9:30am on June 20, with take down that day after 8:00pm.
- We only allow one vendor of each trademarked product line (Pampered Chef, Tupperware, etc.) to participate. Priority is given to local vendors whose registration forms are received on a first come, first served basis.



Expo Village Hours

| | |
|-------------------|------------------|
| Thursday, June 18 | 4:00 - 9:00pm |
| Friday, June 19 | 10:00am - 8:00pm |
| Saturday, June 20 | 10:00am - 8:00pm |
| Sunday, June 21 | 11:00am - 6:00pm |



Regular Booth
 \$225 January & February
 \$300 March & April
 \$375 May



Prime Booth*
 \$350 January & February
 \$425 March & April
 \$500 May



Corner or Generator Booth*
 \$275 January & February
 \$350 March & April
 \$425 May



Saturday Only
 \$175 January & February
 \$225 March & April
 \$250 May

*Prime, Corner, or Generator booths are available first come, first served. Generators only allowed in Booths 1-18. Submit your first 3 booth preferences on your application. Expo Village staff will contact you to confirm your booth

All registrations due June 1, 2020. There will be a \$100 increase to the May fee for anyone able to be accommodated after June 1. For more information, contact the Expo Village Team at 630.554.1010 x 4216 or expovillage@oswegolandpd.org

PrairieFest 2020 • Expo Village Application

Complete the application, contract, and waiver. To submit, print the completed documents, scan or take photos and email to expovillage@oswegolandpd.org. All applications are due June 1, 2020.

Business/Organization Name _____

Contact Name _____

Mailing Address _____

City _____ State _____ Zip _____

Cell Phone _____ Email _____

Website/Facebook Page _____

Description of Business - Include the type of product you are selling or your organization's mission. We recommend new vendors attach photos of their booth display and/or product.

Event Staff - Information must be provided for all staff who will be on site at your booth, as required by the Village of Oswego Police Department. For additional staff, attach their information to this application.

| Name (First, Middle Initial, Last) | Birthdate | Driver's License Number | State of Issue |
|------------------------------------|-----------|-------------------------|----------------|
| | | | |
| | | | |

Your Booth Preference

Type of booth(select one) Regular Corner Generator Prime Saturday Only

Indicate your preference of booth number (as listed on the map) 1. _____ 2. _____ 3. _____

Expo Village Fees

| Regular Booth | Corner/Generator Booth | Prime Booth | Saturday Only |
|--------------------------|--------------------------|--------------------------|--------------------------|
| \$225 January & February | \$275 January & February | \$350 January & February | \$175 January & February |
| \$300 March & April | \$350 March & April | \$425 March & April | \$225 March & April |
| \$375 May | \$425 May | \$500 May | \$250 May |

Payment - Credit Card

I authorize the Oswego Park District to charge my credit card upon acceptance into the Expo Village and understand this fee is non-refundable. Accepted card types include Mastercard, Visa, Discover, and American Express.

Card Number _____ Expires ____/____

Name on Card _____ CVV _____



Expo Village Contract & Waiver



Business/Organization Name _____

Contact Name _____ **Contact Phone** _____

Please initial each statement. I understand that:

- _____ I have signed the PrairieFest Expo Village Waiver and Release below.
- _____ Expo Village spaces are 12'x12' and all fees are non-refundable.
- _____ Vehicles will not be allowed in the Expo Village after set-up or before take down, and the vehicle entrance gate will be locked.
- _____ Conditions may prohibit driving on the grass and I may have to hand cart my booth supplies. Labor support of any kind is not provided by the festival.
- _____ I must provide my own covered tables, chairs, and weather protection (tent). All exhibits must be tastefully displayed. It is my responsibility to ensure that my tent is properly secured and staked to withstand weather.
- _____ There is no electricity available; approved quiet generators under 3000 watts are allowed in specified areas.
- _____ I must remain open during all Expo Village hours, and I cannot break down my booth prior to 6:00pm on Sunday or 8:00pm on Saturday for our Saturday Only booths.
- _____ While the festival has overnight security, anything I choose to leave on site is at my own risk.
- _____ Selling products and passing out literature can only be done from the confines of my booth space unless I have a Roaming Vendor Permit from the Oswegoland Park District.
- _____ I am not allowed to make any unnecessary commotion so as to distract from adjoining exhibits.
- _____ Failure to comply with these requirements may result in immediate removal or not being invited back to participate in future festivals. Booth fees will not be refunded if such action is necessary.

PrairieFest Expo Village Waiver and Release

Read this information carefully and be aware that in registering and participating in this event you will be waiving and releasing all claims for injuries for you, your employee(s), and/or volunteers might sustain arising out of this event.

Business/Organization Name _____

Contact Name _____ **Email** _____

Address _____ **City** _____ **State** _____ **Zip** _____

Contact Phone _____ **Business Phone** _____

As a participant in this event, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which I or my employee(s) or volunteers may sustain as a result of participating in any and all activities connected with or associated with this event. I do hereby fully release and discharge the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and other officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I or my employee(s) or volunteers may have or which may accrue to me or my employee(s) or volunteers on account of my participation in this event.

I further agree to indemnify and hold harmless and defend the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and other officers, agents, servants, and employees from any and all claims resulting from injuries, including death, damages and losses sustained by me or my employee(s) or volunteers and arising out of, connected with or in any way associated with the activities of this event.

I agree to waive and relinquish all claims I or my employee(s) or volunteers may have as a result of participating in this event against the Oswegoland Park District, Oswego Community School District 308, Village of Oswego and their officers, agents, servants, & employees.

I have read and fully understand the above Waiver and Release of All Claims.

Signature of Participant/Contact

Date