



2017 NOT-FOR-PROFIT VENDOR APPLICATION

Telephone: 773.313-9157 Fax: 773.777.6120

events@copernicuscenter.org

www.TOPchicago.org

Space for not-for-profit organizations at the Taste of Polonia is allocated three weeks prior to the event on an "as available" basis. Organizations receiving space at no charge are chosen by the Copernicus Foundation based upon their contribution to our local community.

To help us properly consider your organization please fill out the attached form and email it to events@CopernicusCenter.org. Please note: When choosing a time and date be sure that you will have a presence in the booth for the entire time period you choose. Abandoning your space will result in your not being considered for the next year.

Section 1. Contact Information

ORGANIZATION NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

MOBILE #: _____

E-MAIL: _____

Website: _____ **Legal Status:** _____

Section 2. Participation Describe your plans if we are able to provide you with booth space.

Section 3. Times of participation

- | | | |
|----------------------|-------------|--------------------------|
| Sept. 2 (Friday) | 5pm – 10pm | <input type="checkbox"/> |
| Sept. 3 (Saturday) | Noon – 5pm | <input type="checkbox"/> |
| | 5pm – 10:30 | <input type="checkbox"/> |
| Sept. 4 (Sunday) | Noon – 5pm | <input type="checkbox"/> |
| | 5pm – 10:30 | <input type="checkbox"/> |
| Sept. 5 (Monday) | Noon – 5pm | <input type="checkbox"/> |
| | 5pm – 10:30 | <input type="checkbox"/> |

Section 4. Laws and Permits

- A. Vendor must comply with all relevant local codes and regulations, and state and federal laws with regard to the use of the designated Space.
- B. Vendor is responsible for obtaining and paying for any and all business licenses, permits, and taxes that are required for its operation, including city, county and state sales taxes.

Section 5. Vendor Responsibilities; Vendor Conduct; Use of Space

- A. Vendor is responsible for all sales taxes on items sold and for reporting and paying sales taxes to the appropriate government agencies.
- B. Vendor is responsible for the security and safety of Vendor’s equipment, monies, supplies, and related items.
- C. The Copernicus Foundation will not redeem any paper tickets for the sale of Vendor’s merchandise.
- D. Vendor's use of the Space is non-transferable. Vendor may not allow anyone else to use the Space without the prior express permission of The Copernicus Foundation.
- E. Vendor is prohibited from taping, stapling, nailing, hanging or attaching, in any manner whatsoever, items to the tent and shall be held liable for any damage to the tent, frame or canopy.

Section 6. Indemnification and Release

For good and valuable consideration, the receipt and sufficiency of which is hereby irrevocably acknowledged, Vendor hereby agrees to release and hold The Copernicus Foundation, its officers, directors, employees, and agents harmless from any and all claims arising from any injuries, losses or damages, whether to person or property, caused by the negligence of Vendor, its employees and agents. Further, Vendor agrees to indemnify and hold The Copernicus Foundation harmless from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever including, but not limited to, the cost of reasonable attorney’s fees which The Copernicus Foundation may be required to pay, sustain, suffer or incur by reason of or in connection with the operation of Vendor at the Taste of Polonia extending from set up, during all times of the Festival, through the complete teardown of Vendor’s operation.

Section 7. Reservation of Rights

- A. The Copernicus Foundation reserves the right to approve all items sold by Vendor.
- B. The Copernicus Foundation reserves the right to impose additional rules and regulations as The Copernicus Foundation deems necessary.

Section 8. Banner Exchange Program:

Display our Banner at your location for a period of 2 weeks prior to the Event, and we will display your Banner on the Festival grounds *Free of Charge!*

Section 9. Documents Required:

Please submit a copy of your not-for-profit legal status declaration from the state of Illinois.

The Copernicus Foundation

Print Organization Name

By: _____
Signature

By: _____
Signature

Position

Position

Dated: _____

Dated: _____

Fed tax ID: 23-716-4993

OFFICE USE ONLY

Deposit Amount Received: _____ **Date:** _____

