GENERAL INFORMATION
The African Festival of the Arts is the mission sustaining program for Africa International House: “...that exposes and educates all peoples to the individual works and collective contributions of African cultures. ...” All products and/or services offered for sale or presented at the festival must support and reflect this intent.

Event: 31st Annual AFRICAN FESTIVAL OF THE ARTS
Dates: Sept 4 - Sept 7, 2020
Location: Washington Park
51st St. & Cottage Grove
Chicago, Illinois 60615

Fees: 1 booth(4 days Sept 4 -Sept 7 2020)

Food Vendor: $1,100

Food Vendor is responsible for their Tables and Chairs.
Booth fees include:
- Tent (10’ x 10’)
- Electricity: Dusk to 10pm
- City and Park District fees

Food Vendors cannot sell BRAND NAME SODA

Electricity Information
Some electricity is provided. Booth fees for the African Festival of the Arts include the provision of:
- Regular Exhibitors: One (1) outlet for lights (5-10 amps)
- Food Vendors: Two (2) 20-amp circuits

All Vendors are required to have power surge protectors. AIH will not be responsible for equipment damage due to power surge and/or electrical malfunctions.

Additional Electricity: Needs that exceed those stated above.
- $60 20 amps
- $75 2-circuit box (20 amps each)
- $120 60-amp hook-up
- $210 100-amp single face

To assist the African Festival of the Arts in accommodating your electrical needs, please indicate your additional electrical needs on the Application and Contract. Questions concerning additional electricity and advance payment should be directed to AIH by Friday, July 10, 2020.

For helpful information on hotels, and supplies visit www.africanfestivalchicago.com

For More Information visit www.africanfestivalchicago.com

Give us your social media handles for expanded exposure!
## 31st ANNUAL AFRICAN FESTIVAL OF THE ARTS FOOD VENDOR APPLICATION

<table>
<thead>
<tr>
<th>Number of Booths</th>
<th>[ ]1</th>
<th>[ ]2</th>
<th>Additional Electricity</th>
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<tbody>
<tr>
<td>Food Vendor</td>
<td>[ ]$1100</td>
<td>[ ]$2200</td>
<td>20 amps $60</td>
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<td></td>
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<td>60 amp hookup $120</td>
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<td>2 circuit boxes (20 amps each) $75</td>
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<td>100-amp single face $210</td>
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</tr>
</tbody>
</table>

Booth Fees: $__________  Vendors are responsible for their Tables and Chairs.

Additional Electricity: $__________

Total: $__________

(CASH AND PERSONAL CHECKS ARE NOT ACCEPTED)

<table>
<thead>
<tr>
<th>Contact Name: ____________________________________________________________________________________</th>
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</thead>
<tbody>
<tr>
<td>Business Name: _________________________________________________________________________________</td>
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<tr>
<td>Address: _____________________________________________________________________________________</td>
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<tr>
<td>City: ___________________ State: ___________ Zip:__________________</td>
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<td>Tel: (__<strong>) _______________ Email:</strong>__________________________________________________________</td>
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<tr>
<td>Website: ________________________________________________________________________________</td>
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<tr>
<td>Facebook: ___________________ Twitter:_______________________ Instagram:______________________</td>
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</tbody>
</table>

Signed:_____________________________________ Date:____________________

Money Order or Certified Check payable to: Africa International House USA, Inc.
Mail completed application and payment to:
Africa International House USA, Inc.
1507 East 53rd Street, Unit #460 Chicago, IL 60615

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**VENDOR CONTRACT**

This contract shall be deemed to have been made in the State of Illinois and shall be interpreted in accordance with the laws of the State of Illinois. All legal actions to enforce this agreement shall be brought into the courts of Cook County, Illinois, and the exhibitor agrees to the jurisdiction of the Illinois Courts & Laws.

**General Release**

I, the undersigned, agree to uphold all rules and regulations of the African Festival of the Arts, Chicago Park District, the City of Chicago, and the State of Illinois. I understand that the African Festival of the Arts reserves the right to expel me, with no refunds, if and when I do anything to damage the quality, reputation, character or if I engage in any illegal activity or cause problems to the management of the African Festival of the Arts, the sponsors, and other vendors/exhibitors.

I further fully release and discharge, and hold harmless the African Festival of the Arts, Africa International House and its officers, staff, employees & agents, all sponsors, Chicago Park District, the City of Chicago, and the State of Illinois from any and all claims from injuries, including death, damages or loss of property which I may have or which may impact me on account of my participation in the activities of the African Festival of the Arts.

I, the undersigned, further agree and grant permission to the African Festival of the Arts, Africa International House and the sponsors of the African Festival of the Arts to use my name, my business name, stories, images of myself and works, (photographs, videos, slides, etc.) for advertising, publicity and promotional purposes, via print, electronics, cable, and the Internet. I further release and discharge any claim to payment for the use of any imagery of my likeness, artwork, or unlicensed products. Africa International House, the African Festival of the Arts, and its officers, staff, and agents will not assume liability for any act of God, natural disaster, exposure to adverse weather and conditions, damages, injuries or any legal authority, war, insurrection, civil disobedience, criminal acts, or any cause above and beyond the control of Africa International House, the African Festival of the Arts and the officers, agents, employees, sponsors, and the City of Chicago and Chicago Park District.

I have read and I fully understand and agree with this entire application and contract, by affixing my signature here.

Signed:_____________________________ Date:____________________
RULES & REGULATIONS

Many thanks for your participation in the African Festival of the Arts. We are dedicated to producing a great event which benefits our exhibitors, sponsors and the attending public. We need your help in being a good citizen as well as in obeying the following rules and regulations:

• Refunds are given only when a cancellation request is received in writing by August 7, 2020.
• All booth fees must be paid in full by July 10, 2020.
• There will be NO collection of fees on the grounds of the Festival.
• Payments are only received in the form of money orders, bank drafts and secured bank instruments. Credit cards accepted by calling the festival office (773)955-2787. NO Cash and NO Personal Checks.
• There is no rain date.
• City and state rules and laws apply and you are responsible for collecting and reporting all city and state retail sales taxes.
• Each exhibitor is responsible for the cleanliness, professionalism, safety, insurance and security of his/her property.
• Each exhibitor is responsible for his/her own display materials.
• Food vendors must have the City of Chicago Sanitation License present and posted at all times.
• No display or sale of counterfeit or bootlegged merchandise. Violators will be subject to confiscation, expulsion and/or arrest by Chicago Police.
• No subletting or transfer of booth space without permission.
• All work, display, storage, and extra materials will not be allowed to go beyond the assigned tent space.
• Your booth should not interfere with the booths next to yours.
• To encourage diversity and variety of merchandise, each exhibitor is limited to only two (2) booth spaces.
• Vehicles are not allowed on the grass and will be subject to a FINE and/or TOW.
• No generators, animals, dangerous objects, contraband, or loud amplified sounds.
• No gas generator will be used in this venue due to open flames and the gas used to operate it.
• All rules will be enforced. Failure to comply with the rules, and exhibiting unruly behavior (including intoxication or verbal abuse or behaviors which threaten the safety of anyone) by an exhibitor or his/her agent will cause immediate expulsion.

The Chicago Fire Department Codes

for outside Vendors Fire Extinguisher (ABC)

Class “A” Fires. Class “A” fires are the ordinary fires in which you are most familiar with; these are fires that leave an ash. Wood, cloth, paper, leaves, and rubbish are good examples of Class “A” fire materials. The fire in your fireplace is a Class “A” fire.

The best way to put out a Class “A” fire is to use water. Water helps to remove two of the three things in which are necessary before a Class “A” fire can burn. First, water cools, the burning material down below the temperature where it will burn. Second, water coats the burning material and keeps oxygen away. Third, without oxygen, the fire quickly goes out.

Class “B” Fires. These are fires involving highly flammable liquids such as gasoline, oil, paint, thinner, and naphtha. The starter fluid you pour on your outdoor barbecue is a good example of a Class “B” fire. These materials will usually burn at low temperatures. Because of this, the best way to put these fires out is to remove the supply of oxygen. This is usually done by using a fire extinguisher, which blankets the fire with a layer of foam, or some other material, which will not burn.

Class “C” Fires. These are fires involving electrical equipment. These can be very dangerous because you can receive a serious electrical shock if you try to put the fire out in the wrong way. You must use an extinguisher, which will not conduct electricity in order to put these fires out, unless the electricity to the burning material has been turned off. You might find a Class “C” fire in a fuse box or an electric motor. These fires should be put out with a dry chemical, liquid gas, or carbon tetrachloride fire extinguisher. Do not use a water extinguisher. The electricity can follow the stream of water right back to you, and you could receive a serious or fatal shock.

K-Extinguisher For Food Vendors who cook with a deep fryer

Gas Generators. No gas generator will be used at this venue due to open fire and the gas used to operate it.

Propane Tanks. The following propane tanks are to be placed as following:

• Propane tanks are not to be placed under your tents. They must be placed 10 feet away from the tents.
• If you have more than one tent the tanks must be tied together with a rope or chain, and placed 10 feet away from the tent.
• All exhibitors are required to have power surge protectors. AIH/AFA is not responsible for any damages due to power surges.

For More Information visit www.africanfestivalchicago.com