



# 2019 Media Sponsor Registration

Lincoln Park near Stockton and LaSalle

ChicagoHotDogFest.com

**Festival Dates and Operating Hours: Friday, August 9 and Saturday, August 10, 11 AM–9PM; Sunday, August 11, 11 AM–8 PM**

**CONTACT INFORMATION** (Please type or print legibly. Form must be fully completed.)

Company \_\_\_\_\_ FEIN/IDOR# \_\_\_\_\_

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

Website \_\_\_\_\_ Twitter Handle \_\_\_\_\_ Facebook Page \_\_\_\_\_ Instagram Profile \_\_\_\_\_

Sponsor Contact \_\_\_\_\_ Phone \_\_\_\_\_ Email Address (Required) \_\_\_\_\_

Event Contact (Fulfillment / Pre-Event Info)  Same as Above \_\_\_\_\_ Phone \_\_\_\_\_ Email Address (Required) \_\_\_\_\_

Payment Contact  Same as Above \_\_\_\_\_ Phone \_\_\_\_\_ Email Address (Required) \_\_\_\_\_

Day-of-Event Contact (OnSite/Pre-Event Info)  Same as Above \_\_\_\_\_ Mobile Phone \_\_\_\_\_ Email Address (Required) \_\_\_\_\_

**PAYMENT INFORMATION**  Cash  Check (Payable to Chicago History Museum)  Credit Card

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Credit Card Holder Name \_\_\_\_\_ Billing Address \_\_\_\_\_ Card Holder Signature \_\_\_\_\_

Chicago Hot Dog Fest hits the core of our food-loving city’s love affair with the ubiquitous, multi-faceted, encased meat—the hot dog. Held just steps from, and benefiting, the Chicago History Museum, it has all the ingredients of an exceptional summer event.

**MEDIA SPONSORSHIP PACKAGES START AT \$25,000**

Sponsorship may be cash and/or in-kind at a minimum total value of \$25,000.

**Available sponsor benefits may include:**

- Booth or vehicle promotional space at the event (Sponsor provides equipment)
- Logo placement on promotional material such as website, posters, postcards
- Logo placement on print advertising
- Logo placement at event on promotional signage
- Banner placement at event (Sponsor provides banners)
- Logo placement on event T-shirt
- Event passes
- Play of taped commercial from stage (:30 maximum, Sponsor provides)
- Recognition from stage after performances
- Event tickets for pre-event on-air giveaways
- T-shirts for Sponsor (provided after event)

Indicate your intended level of sponsorship

- All cash sponsorship \$ \_\_\_\_\_
- In-kind only sponsorship valued at \$ \_\_\_\_\_
- Combination cash and in-kind:
  - Cash \$ \_\_\_\_\_
  - In-kind value \$ \_\_\_\_\_

**TOTAL SPONSORSHIP AMOUNT DUE** \$ \_\_\_\_\_

**Sponsorship benefits will not be activated until this form is completed in full and signed, a sponsor agreement is signed and payment is received in full.**

Make checks payable to the Chicago History Museum.

Registration and payment should be submitted to:

Big Buzz Idea Group  
Attn: Chicago Hot Dog Fest  
4055 W. Peterson Ave., Suite 105  
Chicago, IL 60646

OR Email: Brad@BigBuzzIdeaGroup.com

- Please check this box, sign below and initial page 2 that you have reviewed this form in full and agree to the sponsor outline as presented.

SPONSOR SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

# 2019 Chicago Hot Dog Fest Sponsorship Registration

## SPONSOR BOOTH RULES AND GUIDELINES

### BOOTH REQUIREMENTS

- Booth space is **NOT** assigned and reserved until sponsorship is confirmed and payment and signed sponsorship agreement received.
- Sponsor **may NOT move** their booth space at any time throughout the festival.
- Sponsors are responsible for their own signage, tents, tables and equipment. Sponsors may participate in a bulk rental order for tents, tables and equipment. Festival does not (bold) provide lights. Festival may (bold) provide running water based on availability.  
**Sponsors must confirm water needs by June 30, 2019.**
- Canopies must be properly weighted down (40 lbs. attached per leg), and Sponsors should lower and properly secure their canopies overnight.
- Sponsors may **ONLY** market from their assigned space.
- **NO water and/or soda sales and/or samples are permitted without prior approval by festival organizers..** Any Sponsor doing so will be closed down without warning.
- All Sponsors must comply with City and State guidelines, and Sponsors selling food require special licensing.
- Sidewalks are NOT part of assigned booth spaces. **Sidewalks must be left unobstructed at ALL times.** Any Sponsor using any portion of the sidewalk **will be fined \$200 per day.**
- Each Sponsor is responsible for setup, teardown and cleanup of his/her stand. No drilling into the street shall be permitted.
- Driving on park district lawn is absolutely prohibited. Vehicles must remain on paved access road at all times. **No exceptions. Violators will be fined of \$200 and/or space canceled by CHM and/or BBIG.**
- Vehicles are allowed in the park only for setup prior to the event and teardown once the festival closes. Sponsors will be notified when it is safe to bring vehicles into the park. Unless otherwise noted, parking is not provided to any Sponsor. Load-in/setup times are provided in the confirmation letter sent to Sponsors prior to the event. Vehicles must be removed immediately after unloading merchandise. Each Sponsor is allotted two (2) hours from the closing time of the event to breakdown and vacate the booth space. Please be sure to bring the necessary assistance/manpower to ensure adherence to this time frame. **For every 30 minutes exceeding the two-hour time limit, Sponsor will be fined \$50.**
- Each Sponsor is required to empty garbage and recyclables appropriately in the provided dumpsters. Sponsor space must be kept clean and free of debris. A Festival staff member will periodically monitor and review the space for cleanliness. Each Sponsor is responsible for providing necessary trash bags and properly bagging and disposing of all garbage from your booth. **Violators will be fined a minimum of \$100 for non-compliance.**
- In an effort to protect your space and effectively maintain the cleanliness of the event, if your booth cannot be staffed for the duration the event, you will be required to "close the booth" and remove all items from your area. **Sponsors who do not adhere to this policy will be fined \$75.**

## Sign up now to maximize your exposure!

- It is advised that all participants have a plan for safe handling of money (i.e. the periodic removal of cash from the area and a secure method for maintaining cash on site). Some City events have had Sponsor reports of thefts in the past. Please plan accordingly.

### GENERAL

- All Festival participants and their employees are expected to serve as a positive representation of the community and at no time should there be any illegal activities taking place at the festival. Anyone found in violation of these rules can be fined and immediately removed from the festival and prosecuted at the CHM's discretion.
- Mistreatment of event staff or volunteers will not be tolerated. BBIG/CHM reserves the right to remove any individual/company from the event and ban from future Big Buzz Idea Group productions.
- CHM, BBIG, employees, related festival providers and participating sponsors shall NOT be responsible for any injury, loss or damage that may occur to any of the participants or property prior to, during or subsequent to the period covered by this contract. The Sponsor signing this contract expressly releases all of the aforementioned from any and all claims from such loss, damage or injury.
- CHM and BBIG are not liable for injury or litigation arising from the products/services you or your company offer to the public. Products offered must comply with applicable state and federal laws.
- This event will be photographed and videotaped. By participating in this event you hereby consent to the use of your likeness and/or image in those photographs or video for future promotional consideration by the Chicago History Museum and/or Big Buzz Idea Group.

**INITIAL:** I have read, understand and will comply with the rules and guidelines. \_\_\_\_\_

Feel free to contact Brad at Big Buzz Idea Group, (773) 804-8589 or email Brad@BigBuzzIdeaGroup.com, with any questions regarding Chicago Hot Dog Fest.