

# 2020 World of Soul Motorcycle Community Conference

## Vendor Policies & Procedures

Hilton Chicago Oak Lawn

**Saturday, February 22, 8am - 4pm**

**PRODUCTS:** Only products relevant to the lifestyle of motorcycling, safety and welfare of riders and their families can be sold at the conference. You must remain with your items during the event. All items must be clearly priced at the start of the show.

**ITEMS: Must be family friendly**

- 1) No pornographic or of sexual nature in pictures or wording
- 2) If said items are found in your booth, you will be asked to remove them. If problems continue, you will be asked to leave, therefore forfeiting your space and rental fee.

**REGISTRATION / SET-UP:**

Friday of the event weekend: between 3:30 and 5:30pm      Sat: from 7:00 – 8:00am

**All participants MUST check in with the event coordinator prior to booth set-up.**

**ELECTRICITY:** Electricity is \$50 for 110 plug, \$75 for 30 amp, ONLY AVAILABLE for vendors that arrange and pay for electricity with the WOSMCCC. If you are using electricity that was not approved by the WOSMCCC, you will be forced to unplug immediately.

**ILLINOIS SALES TAX PERMIT NUMBER:** An Illinois Sales Tax Permit Number must be supplied by all participants. It is the responsibility of the vendor to report and take care of their sales tax after the event.

**CONFERENCE HOURS:**

Conference hours are officially from **8am – 4pm on Saturday**. Early and late sales are permitted.

**SECURITY:** There is no hired security. The WOSMCCC is not responsible for any stolen or damage products, tents or other items in vendor booths.

**CODE OF CONDUCT:** The WOSMCCC reserves the right to refuse anyone using inappropriate language or behavior or displaying undesirable items. Vendors displaying a poor attitude toward other vendors, customers or staff will be addressed immediately. This is at the discretion of the WOSMCCC and the decision is final. Anyone not abiding by these rules will be asked to leave.

**PARKING:** Vendor vehicles may park is available. Vendor will keep vehicle off soft wet ground and areas that do not block or impede other vehicles.

**VENDOR SPACE:**

\$100.00 Donation Fee for up to 10 feet in length.

There is a \$40.00 fee for any returned checks. Above prices do not include fee for electricity / early set-up.

Vendors must supply their own tents, tables and displays. Vendors are responsible for cleanliness of their display area during the conference and cleanup of their area before leaving each evening and close of the event.

No subleasing of spaces is allowed. You can pay in advance for a specific space if available and agreed upon by manager. For those not designated a space, the coordinator will meet with each vendor and help find a set up area that works for both the vendor and WOSMCCC.

**CANCELLATION:** In the event of cancellation 30 days, or more, prior to World of Soul Motorcycle Community Conference, your payment will be refunded. In the event of cancellation 29 days, or less, prior to World of Soul Motorcycle Community Conference, no refund will be granted. There is a \$40.00 fee for any returned insufficient fund checks.

**DISCLAIMER:** The WOSMCCC is not responsible for any loss, damage, or accidents, which may occur to your property or person.

# 2020 WORLD OF SOUL MOTORCYCLE COMMUNITY CONFERENCE

## LOCATION:

Hilton Chicago Oak Lawn Hotel, 9333 S Cicero Ave, Oak Lawn, IL 60453

## PAYABLE TO:

Ride for CHANGE Ride for HOPE Foundation, ATTN: WOSMCCC, 2150 S. Canalport #2A-1, Chicago, Illinois 60608

## FOR MORE INFORMATION:

Phone: 773-22-2602 Email: wospromo@gmail.com Website: <http://wospromo.wixsite.com/conference>

## AGREEMENT

I have read and agree to abide by all of the above policies. I understand that failure to do so will be grounds for rejection of application for future WOSMCCC events. I agree to hold the WOSMCCC harmless, for any loss, damage, or accidents, which may occur. Rules, regulations, and fee's are subject to change. **I also understand that decisions made by the WOSMCCC are final.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

## PLEASE FILL OUT FORM BELOW:

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Website Address

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Cell Phone #

\_\_\_\_\_  
Illinois State Sales Tax#

Booth Size Needed [ ] 10" [ ] 20" [ ] \_\_\_\_\_

Electric Needed [ ] Yes [ ] No

Brief description of  
merchandise: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

----- (Below information for office use only) -----