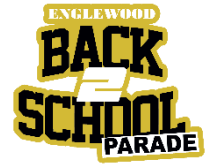


April 26, 2023



Dear Prospective **EBTSP Exhibitors** (government agencies, nonprofit organizations, and area institutions (churches, museums, schools, etc.)

The 62nd Annual **Englewood Back to School Parade (EBTSP)** will take place on **Saturday, August 19, 2023** and we hope **YOU will participate.**

The EBTSP will return to the **FULL PARADE** format this year as it did pre-pandemic. We are expanding our outreach this year to more groups and people than we have recently, and plan for a big parade and celebration. This will be a whole day of fun for the entire family, please invite your family and friends out for a day of enjoyment. Help us line the parade route with spectators by spreading the word about the parade. Let's celebrate together in unity and in peace.

WE HOPE YOU WILL JOIN US. There is **no charge for Non-profit EXHIBITORS** (government agencies, nonprofit organizations, and area institutions (churches, museums, schools, etc.). *Please note your status will be verified with the IRS database.* **For businesses that do not have a non-profit status there is a \$250 fee (once your application is processed, we will send you a link to pay the fee).** From 8:30 am to 2:00 pm you will be able to distribute information only and/or Handouts and giveaways, **no selling of any kind is allowed during this period (10:00AM – 2:00PM).** Please complete the attached application to reserve your spot. First come, first served. **We do have limited space, so please submit your application as soon as possible.**

There is an insurance requirement, if you need assistance with obtaining insurance, please contact us. The Chicago Park District requires all vendors vending on park district property to have a Certificate of Insurance. Coverage is \$1 Million minimum. Please have your insurance company add **"The Chicago Park District" as an additional certificate holder**. **All certificates of insurance must include the following verbiage in the description of operations section.**

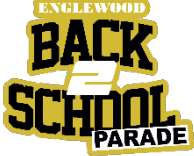
- o "The Chicago Park District and members of the Chicago Park District Board of Commissioners, and the officers, agents, and employees of the Chicago Park District, individually and collectively."

We look forward to celebrating with you.



In 1961 Willie Pittman (*an Englewood Resident and the 1st African American licensed Plumber in Chicago*), wanted to give the youth of Englewood an alternative to negative influences within the community by forming The Central Englewood Drum and Bugle Core at 65th Green Street. This Corp practiced after school by marching through the streets by Peoria and Morgan. After the decline of violence Pittman saw a greater opportunity and to our advantage the core was renamed and the "Englewood Back to School Parade" was formed. The Englewood Back to School Parade was formed by Pittman to galvanize hope and to encourage the youth to stay in school and pursue education, thus developing the theme, "Education Is The Key To The Future." The Englewood Back to School Parade is the second oldest African American parade in the city. This event has always been a jewel in the

community which promotes a day of peace as well as pride.



EXHIBITOR / VENDOR APPLICATION



I understand that all vendor fees are due upon submission of Vendor Application, **no exceptions**. Space will be awarded on a first come, first served basis. Vendors will be selected based on the type of items or services being offered to prevent redundancy.

I fully understand that The Englewood Back To School Parade (EBTSP) and its Partners or Volunteers are not responsible for arranging, shipping, assembly, display set-up and break-down, and/or securing of my products during this event. Neither the Event planners nor its volunteers and partners will assume liability for lost, stolen or damaged equipment, products or display items during the times associated with this event.

I also understand that neither EBTSP and its Partners or Volunteers can predict or provide a verbal or written guarantee of the number of attendees/contacts that can be expected as a result of my participation in this event.

Vendor's signature acknowledges they have read and understand this Agreement and accept all Terms & Conditions contained herein. This includes any required attachments.

Signature of Vendor _____ Date _____

EXHIBITOR CONTACT: *This person submits forms and coordinates booth logistics. A confirmation packet and any other materials will be sent to this contact.*

IRS Employer 9-Digit Identification Number (EIN): _____

MAIN CONTACT

LEGAL COMPANY NAME
(Used for signage and Event promotional efforts)

MAIN CONTACT PHONE #
(Used for Event promotional efforts)

MAIN CONTACT EMAIL
(Used for Event promotional efforts)

MAIN CONTACT ADDRESS

CITY

STATE

ZIP

TYPE OF BUSINESS (choose one by placing an X on the line): Exhibitor (non-profits only) _____ Vendor _____
(Please specify what items you will be bringing to pass out or promoting)

ON-SITE CONTACT PERSON (If different from MAIN Contact)

ON-SITE CONTACT NAME: _____ ON-SITE CONTACT CELL PHONE #: _____

SPACE PACKAGE: (Please check one):

10x10 Exhibitor Space (No Fee) =

Paying Vendors only: 10x10 SPACE @ \$250 =

Deadline for all applications and fully paid fees is June 31, 2023, send form to ebtsp@englewoodparade.org

---Office Use Only---

Business Name: _____ Amount Received: \$ _____ Date Rcvd: _____

*Proof of Food Handling and Safety Requirements and Qualifications submitted _____

Committee Member's Name and Signature: _____