

## **CHIRP Record Fair at PITCHFORK 2008**

**[www.pitchforkmusicfestival.com](http://www.pitchforkmusicfestival.com)**

### **Dealer Information**

**Date:** July 18 – 20, 2008

**Location:** 1501 West Randolph in Chicago's Union Park at the corner of Ashland and Lake.

**Hours:** Friday: 5pm to 10pm. Saturday and Sunday: Noon to 10:00 p.m.

**Contact:** [chirprecordfair@gmail.com](mailto:chirprecordfair@gmail.com) or Mary Nisi 773-510-4515

The Chicago Independent Radio Project is pleased to announce that it will be back hosting a Record Fair in conjunction with this year's PITCHFORK Music Festival, taking place at Union Park on July 18-20th. The PITCHFORK Music Festival is this summer's destination event for independent music fans. The festival is three days, and will showcase a multi-genre lineup featuring many of the most innovative acts in music today, with two stages, a DJ Tent created by Biz3 Publicity, and a unique variety of food, clothing, and art vendors. The festival will be held at Union Park in Chicago, one of the city's wide-open green spaces. Last year's festival brought in over 40,000 people from all over the country, and the fair will go on rain or shine.

PITCHFORK is a little different from our annual record fair at Pulaski Park Fieldhouse. Here's how it works. The Record Fair takes place under an open-air canopy tent on the tennis courts at Union Park. The tent will be fully lighted for evening browsing. If you would like a table at the fair, you must sign up for all three days – there are no single or two-day rentals. The price per table is \$275, with a maximum of 2 tables.

The load-in for this year's fair is in a completely different location on the opposite side of the festival, and is markedly more challenging. You will not be allowed to drive vehicles up close to the tennis courts. Because of the new restrictions, it's very important that all dealers understand that they will have a maximum of one hour to load in and park some distance away. When deciding how many tables to rent, please take this into consideration and only bring as much merchandise as you can reasonably haul on your own, or secure additional help for load-in and load-out (additional load-in and -out helpers beyond the three allowed to you will have access to the fair before and after the festival, but will not receive wristbands for access during the fest).

\*\*\*All dealers MUST abide by the one-hour load-in/load-out policy, by requirement of the festival organizers.\*\*\* We apologize for this inconvenience, but the growing size and layout of the festival means some convenience has to be sacrificed.

Space is extremely limited and the tables will sell out very quickly. If you are a label representative or vinyl dealer wanting to participate in the fair, please return the attached contract with payment in full ASAP. DO NOT DELAY! We MUST have a completed contract and payment in full in order to reserve your space. Absolutely no exceptions.

If you have any question please email Mary Nisi at [chirprecordfair@gmail.com](mailto:chirprecordfair@gmail.com)

Thanks! We look forward to having you participate!

Mary Nisi

Director

CHIRP Record Fair & Other Delights

**2008 PITCHFORK Festival Record Fair  
Dealer Contract**

Name \_\_\_\_\_

Store/Label/Company \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Helpers' first and last names (FOUR total including the person filling out this contract)

\_\_\_\_\_

I WANT:

**FRIDAY/SATURDAY/SUNDAY { } one 6' table - \$275 { } two 6' tables - \$525**

I am paying for my tables by ( ) Check ( ) Money Order ( ) Credit Card

TOTAL AMOUNT ENCLOSED \$ \_\_\_\_\_ CHECK OR MONEY ORDER \_\_\_\_\_

Make all check and money order payments out to the Chicago Independent Radio Project and return signed contract ASAP. Check is the preferred method of payment. MAIL: CHIRP Record Fair c/o Mary Nisi 2043 W Wabansia, Chicago, IL 60647 EMAIL: chirprecordfair@gmail.com please type "contract" in subject line.

To pay with a credit card, you must go through PayPal and there is a \$5 service fee. Go to [www.paypal.com](http://www.paypal.com), and click on "Send Money". The email address is [chicagoindieradio@gmail.com](mailto:chicagoindieradio@gmail.com) (NOTE: this is different from the main record fair address). Please add \$5 to your total amount. In the message section, please include your name and email address. We will need a signed contract, so please print this out and mail it in, noting that you paid via PayPal.

THE FINE PRINT: I have read and agree to abide by the terms of these guidelines and the terms outlined in the attached PITCHFORK Record Fair Dealer Contract. I agree to hold harmless The Chicago Independent Radio Project, PITCHFORK Media, PITCHFORK music festival, At Pluto Ltd., The Chicago Park District, and all agents and employees from any liability, or claim of personal injury, property damage, or loss arising from activities or the activities of my agents, employees, spectators, or customers of the CHIRP Record Fair. I further agree to abide by all state, local and federal laws while participating in this event, and I acknowledge that I am responsible for any and all taxes arising from income derived from this event. I agree that Chicago Independent Radio Project is merely providing table space. Chicago Independent Radio Project and The Chicago Park District will be in no way responsible for, nor a party to dispute or controversies regarding, sales and/or representations that I may make at this event. I agree that if I cancel within 15 days of the record fair, I am liable for the entire table fee.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**CHIRP Record Fair at PITCHFORK MUSIC FESTIVAL**  
**Dealer Information**  
**Friday – Sunday, JULY 18-20 2008, Union Park, Chicago, Illinois**

**Technical Info:** All tables are 6 feet long and 2 feet wide and will be provided by CHIRP. All table reservations are made on a first **paid**, first served basis. We **MUST** have a complete contract and payment in full in order to reserve your space. Absolutely no exceptions.

**Set Up Times:** We will be sending out more accurate load-in times prior to the festival. Roughly, load-in will be between 3pm -4pm on Friday July 18<sup>th</sup>, and 10am and 11:30am Saturday July 19<sup>th</sup> and Sunday July 20<sup>th</sup>. Load-out will begin at 10 p.m. on Sunday. **Absolutely no breakdowns will be allowed before the scheduled close of the Fair on Sunday.** If you load out before the close of the event on either day, there will be a \$50 penalty fee added to your account. Please bring your own hand truck. There will **not** be hand trucks available for you to rent or borrow. We will email you the specific details for load in 2 weeks prior to the event.

**Load-out:** Load-out on Sunday must be completed no later than 11:30PM under order of the festival organizers. If you have not completed your load-out by 11:30PM, you will be charged an additional \$50.

**Hours of Operation:** The fair will be open to the public from 5pm – 10pm on Friday July 18, 2007, 12 p.m. – 10 p.m. on Saturday July 19 & Sunday, July 20th.

**Payment Deadline:** Payment is required IN FULL before the day of the Fair. To reserve table space, send in your completed contract and payment RIGHT NOW. This show will sell out quickly, and your reservation is not considered confirmed until we receive your payment in full. Day-of-fair registrations are NOT guaranteed.

**Security:** Chicago's well-respected and experienced Safety Security Systems will be providing their services during load-in, and throughout the show. CHIRP is hiring a dedicated security guard for the record fair, so dealers may leave their merchandise in the tent overnight. The tent is open-sided, but a guard will be patrolling the tent for all time that CHIRP staff is not on the premises. The CHIRP record fair tent roof is described as waterproof by the rental company, but it has no sides, and may not protect merchandise in a downpour. If you plan to leave your items overnight we recommend storing the merchandise in plastic bins or covering it securely with a waterproof tarp. CHIRP, the Pitchfork Music Festival, and their related agencies are not responsible for any loss of or damage to merchandise left overnight. Vendors leaving their merchandise in place overnight do so with this knowledge.

Generally, we assume all dealers are going to take advantage of the security and leave their merch overnight. You **MUST** let me know by Wednesday July 9, 2008, if you intend to load out each night and load back in each morning, rather than leaving your merchandise overnight.

**Dealer Badges:** All record fair participants, regardless of number of tables rented, will have FOUR total dealer badges. We need to know the names of these people in advance, and it must be the same four people for all three days of the fair. Unnamed helpers will have to pay full admission in order to enter. Additional load-in and -out helpers will have access to the fair before and after the festival, but will not receive wristbands for access during the fest

**Parking:** The neighborhood has a lot of street parking.

**ATMs:** ATMs will be available on festival grounds.

**Prohibited items:** All attendees will be searched upon entering the festival grounds. The following items will not be allowed: Tents, flags, refunds or exchanges, lounge chairs, instruments, knives or other weapons, video cameras, audio recording devices, professional cameras (NO cameras with detachable lenses), pets, food, beverages (other than sealed bottled water), drugs or drug paraphernalia.

**Non-prohibited items:** Digital cameras (non-professional), disposable cameras, film cameras (non-professional), fanny packs, sealed bottled water, backpacks/satchels (medium-sized), hats, sun block, lighters, sunglasses, cigarettes, folding chairs.

**Alcoholic beverages:** A valid ID is required to purchase or consume alcoholic beverages on the festival grounds.