



2011-2012 Vendor Application

Who is Champion Spirit Group?

Champion Spirit Group is a cheerleading and dance competition company based out of Naperville, IL. We host numerous competitions throughout the United States. We are an independently-owned company. At our events, vendors will have exposure to cheerleaders, dancers, coaches, parents and friends. Our customer base ranges from 3 years of age through college-age students. Our events are open to schools, recreation groups, and private all star programs.

Our season starts in October and runs through April. Your booth will be accessible to all participants and spectators who enter the event. We normally run multiple sessions during our events so everyone will have time to look around at your products or services.

What is your standard booth space and can we book more than one booth?

A single booth space consists of 2 tables and 2 chairs. This booth cannot exceed a 10 foot x 10 foot space.

You are permitted to book a double booth space, however booth sharing is not permitted. A double booth space consists of 4 tables and 2 chairs. This booth space is not to exceed 20 x 10.

Vendors are permitted to bring in additional tables for their booth; however they are not to exceed the maximum space allotment. Vendors are not allowed to substitute their own tables for rented tables provided for you. Table coverings are required; however CSG does not provide them. Please note that CSG has no control over the condition of the tables provided by the venue and/or rental company.

What items are allowed to be sold?

We accept most items for sale (with the following exceptions):

1. Any apparel - shirts, jackets, sweatpants, sweatshirts, pants, warm-ups, uniforms, pajamas, and hair bows.
2. The following novelty Items - Stadium Horns, Cow Bells, noisemakers, etc...
3. Make Up of any kind -This includes face tattoos
4. Any item in reference to alcohol, smoking, or drugs.
5. Medical Services
6. Replica Handbags, purses, or wallets

If you would like to check to see if your items are acceptable to sell please send an e-mail with a picture of item(s) to eolchawa@championspiritgroup.com. E-mail is the preferred form of correspondence for questions regarding vendor issues, however, vendors can call our office at (630)596-5191 should they need additional assistance. Any and all changes to your contract MUST be done via e-mail for tracking purposes.

Any vendor that is selling restricted items, or items that were not approved for that event, will be asked to remove the item immediately on the first offense. The second offense for selling prohibited items will result in the revocation of all vendor privileges, along with the forfeiture of any and all payments that have been made to Champion Spirit Group for current and future events.

CSG strives to provide product exclusivity for each vendor at our events; however there may be some small overlap in some of the items.

Vendor Details and Pricing:

All single and double booths only include tables and chairs. Depending on location there may be pipe and drape, or a wall behind your booth, but nothing is guaranteed.

All booth space includes periodic announcements for your product or service throughout the competition. You must provide Champion Spirit Group with a typed announcement not to exceed 4 lines of text, no later than the Monday prior to the event.

Vendors will be permitted to set up the morning of the event unless otherwise notified. You will be allowed in the venue 1 ½ hours before the doors open to the public.

All vendors must be appropriately dressed in **business casual** attire, and set up by the time the doors open.

Pricing:

	1 Day Event				2 Day Event			
Booth Options	40 or less Teams	41-75 Teams	76-100 Teams	101+ Teams	40 or less Teams	41-75 Teams	76-100 Teams	101+ Teams
Single Booth	\$300	\$450	\$550	\$700	\$400	\$550	\$650	\$800
Double Booth	\$450	\$750	\$900	\$1000	\$550	\$850	\$1000	\$1100
Electricity	\$25**	\$25**	\$25**	\$25**	\$50**	\$50**	\$50**	\$50**

Single Booth - A single booth package includes 2 tables and 2 chairs. The booth space is not to exceed 10 x 10.

Double Booth - A double booth package includes 4 tables and 2 chairs. The booth space is not to exceed 20 X 10.

**Electricity is not included in booth packages and can be added on for an additional fee

Electricity Fees-Any vendor needing electricity for any reason will have an additional \$25 fee for all one day events or an additional \$50 for 2 day events.

You will receive the final team count on the Monday prior to the event along with all of the vendor details for the event. This will include the amount of your balance owed to Champion Spirit Group.

A \$150 non-refundable deposit is due immediately in order to reserve your booth space at any event. If paying by check, your payment must be received no later than 15 days after your application is received. Acceptable forms of payment are: Cashier's Check, Personal Check, & all major credit cards (all credit card transactions will incur a 3% processing fee). Final payment is due upon arrival to the event in the form of Cashier's Check or Cash. You may also pre-pay your balance via Credit Card prior to the event (this is the preferred method of payment for your balance payment). **Please note that you will NOT be permitted to setup for the event until your balance payment is received.** All monies paid to Champion Spirit Group are non-refundable unless Champion Spirit Group cancels the event in its entirety. If an event is cancelled, all vendor payments will be refunded within 30 days of the event date.

Flyer or Sample Distribution

Champion Spirit Group representatives will hand out your full page flyer or sample to all attendees (or just coaches). You must provide all flyers or samples. All flyers and/or samples (and payment) must be received in our office no later than 30 days prior to the event. Any and all duties, taxes, and shipping fees are the responsibility of vendor.

- Distribution of materials to all attendees - \$150
- Distribution of materials to coaches only - \$75

Champion Prize Sponsor

Whether you have a booth or not this is a great way to get some exposure for your products. You provide a gift or award for the winners of a competition division (or to all participants at the event). You may also choose to provide a gift for the second or third place team. Prizes may be of any value. Prizes may be combined with other companies' donations upon presentation.

This includes an announcement of your choice (reasonable length) made by the MC during the awards ceremony. Prizes will be shown to the crowd if requested. Items must be received no later than 30 days prior to the requested event.

Cost: \$100

Prize Give- Away

Prior to each awards ceremony we provide the crowd with lots of free items. This is another great way to promote your product. We will include your product among the others to be tossed into the crowd during this time. This also includes one announcement from our MC during the awards ceremony. All items must be received at our office no later than 30 days prior to the event date.

Cost: \$100



Champion Spirit Group 2011-2012 Vendor Contract

1. Print this form and fill it out.
2. Fax one copy to 1-630-754-8060
3. Mail the original copy (3 total pages - 4 pages with credit card form) with payment to:

Champion Spirit Group
Vendor Application
166 Half Moon Circle
Aurora, IL 60504

Any questions???

Contact Erika Olchawa at eolchawa@championspiritgroup.com or at (630)596-5191 x 704

Contact Information:

Name of Company: _____

Contact Person/Title: _____

Mailing Address: _____

Phone: _____

E-mail Address: _____ Web Site: _____

Champion Spirit Group 2011-2012 Vendor Contract

Please indicate the event(s) you are applying:

Select Event	Date	Event Name	Single Booth	Double Booth	Electricity	Total Deposit Due
	10/2/2011	Recreation Showcase & Preseason Challenge Chicagoland Area				
	10/8/2011	Buckeye Championship - Columbus, OH				
	10/9/2011	Dress Rehearsal - Springfield, IL				
	10/29/2011	Indy Championship - Indianapolis, IN				
	10/30/2011	Recreation Challenge & Chitown Challenge Palatine, IL				
	11/13/2011	Recreation Showdown & Cheer for the Cure Mundelein, IL				
	11/30/2011	Recreation League Championship – Elgin, IL				
	12/4/2011	Holiday Classic – Chicagoland Area				
	1/8/2012	Heartland Championship - Kansas City, MO				
	1/22/2012	Motor City Challenge -Flint, MI				
	1/28/2012 & 1/29/2012	CSG Nationals-Wisconsin Dells & CSG College Championship Wisconsin Dells, WI				
	2/5/2012	Circle City Challenge - Indianapolis, IN				
	2/11/2012	Badger Challenge - Milwaukee, WI				
	2/12/2012	Midwest Championship - Chicagoland, IL				
	2/19/2012	Prairie State Challenge - Bloomington, IL				
	3/3/2012 & 3/4/2012	CSG Super Nationals & CSG Dance Nationals Schaumburg, IL				
	3/11/2012	Gateway Challenge - St Louis, MO				
	3/18/2012	Windy City Challenge - Chicagoland, IL				
	4/1/2012	Tournament Of Champions - Dekalb, IL				
					Grand Total	\$
					\$150 per event Non-refundable Deposit (DUE NOW)	
					Remaining Balance (Due 5 days prior to event)	

Merchandise to be sold at the booth (please include all merchandise): _____

Champion Spirit Group 2010-2011 Vendor Contract

(Please read carefully)

By signing this contract below I agree that I have read and understand all of the vendor rules and policies and agree to abide by all of them. I agree to pay Champion Spirit Group a non-refundable deposit of \$_____ (\$150 per event) with this agreement to hold my booth space for those events I am approved for. I also agree to pay the remainder of the monies due 5 days prior to each event. My full deposit amount is enclosed in the form of:

Payment Information:

	Check**
	Money Order/Cashiers Check
	Credit Card(add 3% processing fee to all payments)-Please fill out following page

**Make checks payable to Champion Spirit Group

Name (Please Print)

Signature

Company Name

Date

Erika Olchawa
Champion Spirit Group

Date



CREDIT CARD AUTHORIZATION FORM

Contact Info

Organization/Group Name: _____

Event: _____

Contact Person: _____

Phone: _____ Secondary Phone: _____

Card Info

Card Number # _____ - _____ - _____ - _____ (Visa, Master Card, Discover)

Expiration Date: _____ (MM/YYYY)

SECURITY CODE: _____ (located on the back of card – we only need the last three digits – 4 digits on front of American Express cards)

Name as it appears on card: _____

Billing Address _____

City, State, Zip _____

Amount authorized to charge: \$ _____

I hereby authorize JAM Spirit Group (dba Champion Spirit Group) to charge the credit card listed above for the amount approved on this form. I understand that this authorization will be kept on file should CSG need to make additional charges at a later date.

Print Name: _____

Signed (authorization): _____

Date: _____

Champion Spirit Group
126 N. Loomis Street / Naperville, IL 60540
630.596.5191 (Phone) / 630.754.8060 (Fax)
info@championspiritgroup.com