



FESTIVAL DATES AND OPERATING HOURS:

Friday, July 7, 5-10pm
 Saturday, July 8, Noon-10pm
 Sunday, July 9, Noon-9pm
 Festival Location: 4400-4600 N. Lincoln Ave., Chicago
 Festival Website: www.SquareRoots.org

2023 EQUIPMENT RENTAL APPLICATION

Application Deadline: JUNE 9, 2023

25% late fee after June 9, 2023

(No order or changes accepted after June 16, 2023)

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

Event Contact _____

Company _____

Address _____ City _____ State _____ Zip _____

Website _____ Phone _____

Email Address (**REQUIRED**) _____ FEIN/IDOR# _____

Invoice and payment link will be sent via Simply Pay after your rental form is received.

ITEM	UNIT COST	QTY	LATE FEE	TOTAL COST	NOTES	
Canopy (10' x 10') with tent weight	\$430					
Canopy (10' x 20') with tent weight	\$655					
Tent Weight	\$55					
Garbage Hauling Service	\$200					
Tent Sides (required to close early)	\$50/side					
10' Counter	\$60/counter					
Sign Poles (1 pair)	\$65/pair					
Tables - 8'X30"	\$35					
Chairs	\$17					
Charcoal grill	\$315					
Propane grill	\$400					
Propane tank (100 lb)	\$210					
Electricity – Food Vendor*	\$500 (5 outlets)				# of outlets _____	
Electricity – Market Vendor*	\$200 (2 outlets)				# of outlets _____	
Electricity	\$100/additional outlet					
Deep Fryer	\$525					
Ice (22-lb bag)	\$5					
20% Service Fee					All rentals will require a 20% service fee to cover rental company staffing, taxes and delivery fees.	
*Vendors must indicate the number of outlets needed under "Notes" on this form. Vendors will be required to supply grounded extension cords (up to 100') to reach power supply.				TOTAL DUE	\$	

Square Roots does not guarantee the condition of the rental equipment provided by the rental company. All equipment must be properly cleaned for return. Any outstanding fees or fees for missing items are subject to a 25% penalty based on the order total (rental fee plus late fee) and will be deducted from final payouts for the restaurants and invoiced to the other vendors as necessary.

Applications should be emailed to cory@bigbuzzideagroup.com
 A payment link will be sent upon your rental form submission.
 For more information please email Cory (cory@bigbuzzideagroup.com)
 or Craig (craig@bigbuzzideagroup.com).

PAYMENT MUST BE SUBMITTED WITH SIGNED FORM TO GUARANTEE EQUIPMENT ORDER. Each vendor assumes full responsibility for their rented equipment. All equipment must be properly cleaned for return. Any fees for missing items will be deducted from final payouts for the restaurants and invoiced to the vendors as necessary.

PRESENTED BY



Old Town School of Folk Music

PRODUCED BY



Vendor Signature _____ Date _____