



THE PROMENADE  
BOLINGBROOK

## **EXHIBITOR AND VENDOR RULES & REGULATIONS**

### **The Promenade Bolingbrook - Custom Motorcycle Show**

**July 18, 2009 from 10:00 am – 3:00 pm**

**(Rain Date: July 19, 2009 from 11:00 am – 4:00 pm)**

#### **SETUP**

Setup will be permitted from 7:00 to 9:30 am on Saturday, July 18, 2009. All exhibitor and vendor vehicles should be removed from the event area by 9:30 am. You should be setup and operational by 9:30 am. Be sure you include your needs for tents, tables, chairs, and power on the registration form. These things cannot be provided on the day of the event. The Promenade Bolingbrook will not be responsible for any items left unattended in your exhibitor/vendor area or within your transport vehicle(s).

Please note: All tents must be weighted with water barrels. Stakes will not be allowed in the asphalt.

#### **STAGING**

Please have your space number sign clearly displayed in the driver side window of your transport vehicle.

All motorcycle exhibitors must stage their trucks and trailers on the South West side of the property near Bar Louie. Line up for an eastbound entrance onto Brooks Avenue. You will enter Brooks going east, then left onto Sandburg heading North, then setup at your designated space. You will exit going left on Hemingway Trail.

All vendors must stage their trucks and trailers on the North East side of the property adjacent to the Macy's parking lot. Be prepared and lined up for a westbound entrance onto Sandburg between Macy's and GNC/Zales. You will enter Sandburg going south west, you will setup at your designated space, and exit going right on Hemingway Trail.

These locations and routes will be posted on show day and are marked on the [Event Day Map](#).

#### **POST EVENT EXIT STRATEGY**

Absolutely no burnouts, stunts, or excessive speeds!! Those motorcycles on display that do not require trucks or trailers will be released from 3:00 pm until 3:30 pm. Roadway bollards will be lifted for re-entry of trucks and trailers at 3:30 pm. You must stage at the same location you entered for setup. Again, please have your space number sign clearly displayed in the driver side window of your transport vehicle.

#### **TRASH**

All boxes and trash should be placed directly in front of your tent or space during setup. Housekeeping will be making rounds throughout setup and once more at 9:30 am. During the show, please do your best to breakdown boxes and contain trash within your space. If you require trash removal during the show, please ask a uniformed Federal Services housekeeper or other Promenade representative with appropriate name tag.

#### **FIRE AND SAFETY REGULATIONS**

Exhibitors must adhere to all city and state fire regulations. All battery cables must be disconnected from the motorcycle.

#### **INSURANCE**

Exhibitors and Vendors will be required to assume all responsibility for liability insurance. Vendors must add us as additional insureds and have a copy of coverage faxed to management no later than July 1, 2009. [Vendor Insurance Requirements](#) are available here for your convenience.

## **LIABILITY**

Exhibitors and Vendors agree to observe and comply with all applicable laws, statues, ordinances, rules, and regulations. Exhibitors and Vendors assume all costs and liability from the use of patented, trademarked, copyrighted, or creative rights. Exhibitors and Vendors agree to waive and forego all claims for damages and recourse of any kind. Exhibitors and Vendors agree to assume all risks arising out of or relating to its attendance or participation at The Promenade Bolingbrook's Custom Motorcycle Show and to protect, defend, indemnify, and hold harmless Forest City Enterprises, FC Janes Park, LLC, The Promenade Bolingbrook, or their affiliates or assigns.

## **ALCOHOL / SMOKING**

Alcohol beverages are prohibited on the sidewalks and streets of The Promenade Bolingbrook. Many of our fine restaurants and bars have outdoor seating for your refreshment and enjoyment. The Promenade Bolingbrook is a non-smoking facility with limited designated smoking areas. Avoid selling, sampling, or promoting alcohol, tobacco, or alcohol / tobacco related products.

## **PETS**

All pets should be leashed or caged at all times. Pet waste must be disposed of by you. No dangerous breeds are allowed. Dangerous breeds will be determined as necessary by the City of Bolingbrook Police Department.

## **FAMILY FRIENDLY FUN**

Since we are a family-oriented retail facility there are a few things we need to avoid. Your help is most appreciated. Avoid selling, sampling, or promoting alcohol, tobacco, or tobacco related products. Avoid displaying items with provocative or lewd images or words. Avoid the use of amplified noise within your vendor area; music or television used as part of your display should not be audible from more than 8' from your tent. Your employees or other representatives shall be dressed in a tasteful manner. Lack of cooperation may result in expulsion from the premises.

*Thank you so much for your interest in our Custom Motorcycle Show. We look forward to a day full of awesome machines, interesting vendors, fun, games, and prizes.*



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