

Midwest Antiquarian Booksellers Association

Dear Colleagues,

MWABA invites you to participate in the 60th Chicago Book & Paper Fair to be held on **Saturday, June 17, 2023 from 10:00 AM to 5:00 PM.**

We're at the Grand Ballroom of the Chicago Journeyman Plumbers Union Building, 1340 W. Washington Blvd., Chicago, IL 60607. This is in the West Loop neighborhood, just west of downtown. This beautiful Beaux Arts ballroom is a fantastic book fair venue. It's spacious and well-lit.

PLEASE READ THE ENCLOSED INFORMATION. COMPLETE ALL FORMS AS INDICATED AND RETURN TO THE ADDRESS BELOW.

Signed contract and fees are due by **May 1, 2023. This is a FIRM date.** Complete details will be sent with your confirmation. Set-up will be between 10:00 AM and 5:00 PM on Friday, June 16. Porters will be available from 10:00 AM to 4:00 PM on Friday and after 5:00 PM on Saturday.

Your booth fees include breakfast on Friday, as well as breakfast and lunch on Saturday. We are working with our usual venue to schedule the dealer social. Membership to the Midwest Antiquarian Booksellers Association entitles you to a **discount on booth fees** at our fairs. Visit MWABA.com to learn more. We would be happy to help, too.

In the interest of keeping things simple, we are not taking booth requests. Booth placement will be frozen three weeks before the fair so that programs can be printed. We cannot make changes at the fair. This is a large ballroom; every location is a good one.

Glass showcase rentals are available from VU Case Rentals. The order form is included below. If you'd like to rent a showcase, complete the form with payment and return it with your booth application and payment (check made out to MWABA). Please note that if you are renting a wall case, you will need to pay for a booth size of one additional table. For example, if you want 3 tables and a wall case, you will need to pay for 4 tables to secure the space for the wall case.

I hope you can join us!

John E. Montes and Karen Klancir
MWABA Chicago Book & Paper Fair Managers

MIDWEST ANTIQUARIAN BOOKSELLERS ASSOCIATION BOOK FAIR CONTRACT

**Saturday, June 17, 2023
1340 W. Washington, Chicago, IL**

(Set-Up: Friday, June 16 from 10:00 AM to 5:00 PM and Saturday 8:00 AM to 10:00 AM)

The Midwest Antiquarian Booksellers Association (MWABA) and its agents, associates, and employees shall not be responsible for any injury, or loss, or legal action that may arise or come to the exhibitor or his employees for personal injury, or for damage to goods or property (including vehicles, exhibits, equipment and all other personal property), or for injury to the public from any cause whatever while said premises are being used under this agreement, and while exhibitor is at Chicago Journeymen Plumbers Hall.

If Chicago Journeymen Plumbers Hall is destroyed by fire, wind, or act of God, or if any cause whatever makes it impossible to have the above book show, or if in the sole judgment of the MWABA, the show should not be held for any reason, the lease agreement shall terminate, and the exhibitor waives any claims for damages except the return of the rental fee.

To be eligible for a booth rental refund, an exhibitor must notify the Book Fair manager of the decision to withdraw from the book fair a minimum of ten business days before the date of the book fair, or in this case by June 7, 2023. The exhibitor will receive a refund, if and only if, the booth space can be resold. There are no refunds for rented showcases.

The MWABA will provide no insurance on the property of the exhibitor or against the acts or omissions of the exhibitor, agents, and employees. All insurance, personal property and public liability must be carried by the exhibitors. Exhibitors hereby relieve the managers and Chicago Journeymen Plumbers Hall of all responsibility in connection with the safekeeping of exhibitors' property, and any liability arising out of the acts or omissions of the exhibitor, agents or employees. Exhibitors shall be held responsible for any damage to Chicago Journeymen Plumbers Hall property.

All fire regulations must be observed. No smoking allowed.

Tables must be draped to the floor with self-extinguishing, flame retardant material. No nails, tacks, staples, or Velcro may be used with drapery. Tables may be moved during set-up to install covering, shelving, fixtures, etc., but before the show opens, they MUST be put back in their original position. Additional furniture MUST NOT block aisles..

During set-up, only registered exhibitors and one assistant will be allowed in the show area. If the assistant is another known book dealer or collector, that individual must remain in the booth to which that individual is assigned until the show officially opens. At all times, registered exhibitors and assistants must wear the identification badges issued by show management.

Chicago sales tax is applicable. All items shall be priced; all sales shall be recorded, and receipts provided with name and address of bookseller. No sale tables or any other type of discount selling is allowed. Purchases shall be bagged and sealed.

No subleasing of spaces. No one shall occupy or exhibit in any space other than the agreed upon exhibitor, unless with prior consent of the MWABA.

No packing or breaking down before the advertised closing time of 5:00 PM, except with the prior consent of the show management.

A \$25.00 fee will be assessed to the exhibitor for all checks written to MWABA that are returned because of insufficient funds.

Failure to comply with any of the terms of this contract may lead to forfeiture of booth space or non-acceptance of future contracts.

I understand and agree to all of the terms of this contract.

SIGNATURE

DATE

BUSINESS NAME

Booth Fees :

MWABA MEMBERS	NON-MEMBERS
5 Table Booth \$ 585.00	5 Table Booth \$ 645.00
4 Table Booth \$ 560.00	4 Table Booth \$ 620.00
3 Table Booth \$ 450.00	3 Table Booth \$ 510.00
2 Table Booth \$ 340.00	2 Table Booth \$ 400.00

- All tables will be 8' long X 30" wide.
- 5 table booths will all be arranged with 4 of the tables forming a "U" shape, with the 5th table at the front or center of the open space.
- There are no electrical hookups in the booths except for the rented display cases; lighting is excellent throughout the hall.
- No exhibitor may sublet portions of their booths.
- We will strictly enforce the rule regarding known book dealers/collectors who are assisting at setup. They must remain in their booth and cannot shop prior to the official start of the show.

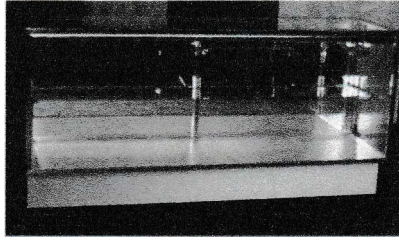
Space is limited, and booth assignments will be determined **based upon the date of receipt of contract and payment. Up until April 15**, space priority will be assigned using the following criteria:

1. MWABA member/exhibitor at one of the three previous Chicago book fairs.
2. Other MWABA members,
3. Non-member exhibitors at one of the three previous Chicago book fairs.
4. Other non-members.

VU Case Rentals, Inc.

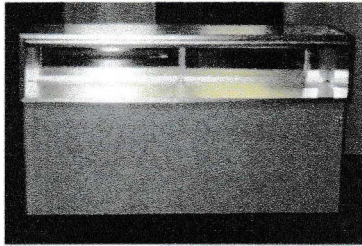
Full Vision Case

Available in 4 ft., 5ft. and 6ft. lengths. Includes 1- 8" and 1- 10" glass shelf with adjustable brackets with a 26" high front glass display section.



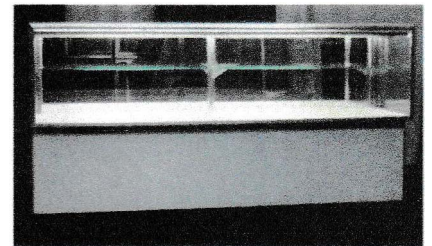
Quarter Vision Case/Jewelers Case:

Available in 4 ft., 5ft., and 6ft. lengths, and has a 12" high front glass display section.



Half Vision Case:

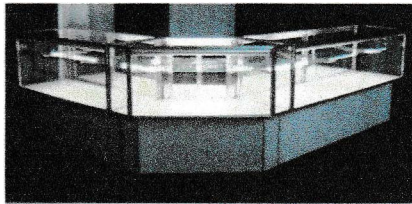
Available in 4 ft., 5ft., and 6ft. lengths. Includes 1-10" glass shelf with adjustable brackets, with 18" high front glass display section.



Corner Vision Case:

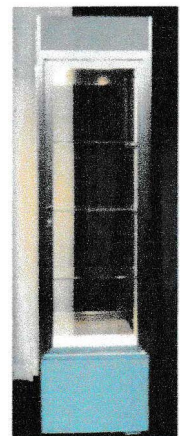
Available in full, half, and quarter sizes. Includes rear access, and glass shelves as seen in the other vision cases.

Cases on sides not included.



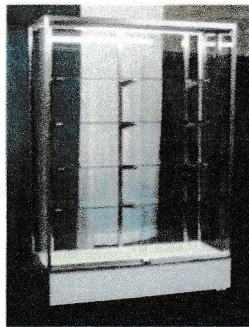
Tower Case:

Available in a 20X20 square only. The dimensions are 20" LX 20" DX 80" H. Includes 3 glass shelves, lights, and locks.



Wall Case:

Available in solid and see-thru (pictured). Dimensions are 48" LX 20" DX 72" H. Includes 4- 12" glass shelves, adjustable brackets, lights, and 60" high sliding glass.





VU Case Rentals, Inc.

Showcase Order Form

Show Name: _____

Show Date: _____

Location: _____

~~DEADLINE DATE TO ORDER 2 WEEKS BEFORE SHOW OPENS~~

Style	Showcase Description	Length	Color		Quantity	Cost	Total
			Gray	Black			
Full Vision Case	Includes 1 - 10" and 1 - 8" shelf with adjustable brackets and a 26" glass display front	4'				\$350.00	
		5'				\$350.00	
		6'				\$350.00	
Half Vision Case	Includes 1 - 10" shelf with adjustable brackets and a 18" glass display front	4'				\$350.00	
		5'				\$350.00	
		6'				\$350.00	
Quarter Vision/ Jeweler's Case	Has a 12" glass display front	4'				\$350.00	
		5'				\$350.00	
		6'				\$350.00	

All of the above showcases are 20"D x 38"H with off-white interior, brushed aluminum frames and storage below the case. The cases also include fluorescent lights and lockable sliding mirrored doors. Black Cases have a pure white interior. If showcase color is not clearly marked, you will be given gray showcases.

4' Corner and Black Cases are in limited supply and customers will be notified if we cannot fulfill their order

Corner Case	Rear access, with glass shelves, the same as the above cases	Full				\$425.00	
		Half				\$425.00	
		Quarter				\$425.00	
Wall Case	Dimensions are 48"L x 20"D x 72"H and include 4 - 12" glass shelves, adjustable brackets, fluorescent lighting, and 60" high sliding glass doors	Solid		N/A		\$425.00	
		See-thru		N/A		\$425.00	
Tower Case	Dimensions are 20L x 20D x 80"H with 3 adjustable shelves, lights and lockable door					\$425.00	

General Terms and Conditions:

- We are not liable for content, damage, breakage and general liability after the cases have been delivered.
- We are not responsible for setting up shelves or supplying extension cords. Electrical hookup is not included. Please contact the electrical contractor.
- There is a 100% cancellation fee and a \$100 per case charge for late orders and changes made 48 hours before show opens after the cases have been delivered. A \$10 fee will be assessed for keys that are not returned. All cases delivered to show site will be billed.
- Any breakage that occurs after delivery may be subject to replacement/service fees up to and including the price of a new case.

Sub Total	
Credit Card Fee (3%)	
Delivery Fee	WAIVED
Total	

Company Name: _____

C.C. Billing Address: _____

City / State: _____

C.C.#(AMEX, Visa, M/C): _____

Name on Card: _____

Email: _____

Booth #: _____

Zip Code: _____

Fax#: _____

Phone#: _____

Exp. Date: _____

Security Code: _____

Date Ordered: _____

The Itinerant Vendor License below is required by the City of Chicago. Please complete and return it along with your application to MWABA. (DO NOT send it to the City of Chicago. We will take care of all of the paperwork; the cost of the license is included in your booth fee.)

**ITINERANT MERCHANT APPLICATION
FOR THE CITY OF CHICAGO**

MIDWEST ANTIQUARIAN BOOKSELLERS ASSOCIATION

Sponsor or Event Information

JUNE 17, 2023

Date(s) of Event

JOHN MONTES, MANAGER

Contact Person

708-442-0667

Area Code/Phone Number

1340 W. WASHINGTON BLVD., CHICAGO, IL 60607

Address of Event

Itinerant Merchant Information (PLEASE PRINT)

Name of Business

Business Address

City, State, Zip Code

Area Code/Phone Number

Items to Be Sold

Illinois or Other State Sales Tax Number

Municipal Code:4-152

An Itinerant Merchant license is issued for a trade show or exhibition to anyone who conducts a merchandising service business in the City of Chicago at a temporary location for a limited time. An "organized or sponsored trade show or exhibition" means an exposition of services of merchandise, including artworks, for a limited time period of two (2) weeks arranged by an organization or entity that is primarily responsible for obtaining the space and supporting services.

I hereby swear that all information I have stated above is true.

Signature

PROMOTING THE FAIR

Exhibitors and all MWABA members will receive 10 postcards, 2 posters, and 20 "free admission" cards about six weeks before the show.

Mail our "dollar off admissions" postcards to some of your customers. They really do appreciate and use these postcards, and distribution of promotional materials helps increase attendance!

If you want additional posters or postcards, let us know.

\$5 Admission Postcards - Number Requested: _____

Posters - Number Requested: _____

PUBLIC RELATIONS INFORMATION

Please tell us about you and your business, especially if there is something unique or particularly interesting we should know. Mention any categories of books or collections you are bringing and/or describe a couple of items that you intend to exhibit. We may use some of this information in press releases. All submissions are subject to editing,

Business Name: _____

Contact Name(s): _____

Tell us about you and your books, feel free to use the reverse side if necessary:

Please send along names and addresses of other dealers who might be good candidates for exhibiting at the show:

IMPORTANT INFORMATION
PRINT CLEARLY THIS IS FOR YOUR SHOW SIGNAGE AND PROGRAM LISTING

Business Name: _____

Address: _____

City: _____ State/Prov.: _____ Zip: _____

Phone: _____ Email: _____

Web Site: _____

Exhibitor(s) Name(s) (for show badges) _____

MWABA Member: _____ Non-Member: _____

Did you exhibit at Chicago Journeyman's Hall 2018, 2019 or 2022? (Please circle all that apply) No. of Tables: _____

Showcase Fees: _____

Amount Enclosed: _____

Please make checks payable to "Midwest Antiquarian Booksellers Association".

***Return: 1) completed and signed contract 2) completed Itinerant Merchant Application 3) promotional information 4) full payment for the booth rental to:**

John E. Montes
Persistence of Memory
4245 Prescott Ave.
Lyons, IL 60534
(708) 442-0667 or (312) 316-2069
MWABACHicagoBookFair@gmail.com

Please return the signed contract and fee by May 1, 2023 to reserve your booth.