

SEPTEMBER 18 - 19 - 20 - 2026

RIOT FEST

DOUGLASS PARK, CHICAGO

BEYOND THE FEST

A CELEBRATION OF COMMUNITY: MORE THAN JUST A MUSIC FESTIVAL

COMMUNITY VENDOR WORKSHOP

NONPROFITS, ARTISANS, & SMALL BUSINESSES

COMMUNITY VENDOR WORKSHOP

Community Vendor Workshop

Welcome to our Community Vendor Workshop. This program is designed to support small businesses and non-profits from North Lawndale and Little Village by providing the tools, access, and opportunities needed to participate in Riot Fest 2026 and other major events across Chicago.

Workshop Objectives

- Understand participation requirements for Riot Fest 2026 and similar large-scale events
- Gain insights and best practices from Riot Fest organizers and experienced vendors
- Build connections with other local businesses and community partners

Vendor Opportunities

- 12 FREE booths for non-profits, artisan vendors, and small businesses

Includes: 10x10 tent, electricity, and lights



RIOT FEST ★ DOUGLASS PARK

Independent. Dedicated to Art, Culture, and Community

September 18 - 20, 2026

3-Day Festival

50,000 Attendees Per Day

All Ages

FESTIVAL HIGHLIGHTS

- 5 Stages featuring Punk, Rock, Metal, Alternative, Hip-Hop, and Reggae
- National and Local Artists
- Carnival Rides and Games
- Local Food and Retail Vendors
- Sponsors, Activations, and Merchandise
- Community Partnerships through Beyond the Fest

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PAST COMMUNITY PARTNERS

LOCAL RESTAURANT PARTNERS

- Lindsay Italian Ice
- Lawndale Lemonade
- Douglass 18
- La Casa De Samuel
- Uncle Dave's Fish Joint
- Taylor's Tacos
- A Safe Haven Catering
- Los Comales
- Tips & Toes BBQ Chicken
- Ida's Ice Cream
- Bombon Cake Gallery
- Yum Yum Lemonade
- Brunch N Burgers
- Box Lunch Café
- Taqueria Mi Lindo Mexico
- 3 Kings Jerk
- Doll's Kitchen & Catering
- Corgwell Catering
- The Black Vegan
- Los Candiles
- Dave's Hotdog
- Atlas Sweets

NOT FOR PROFITS & ARTISAN PARTNERS

- Douglass Park Advisory Council
- Mount Sinai Hospital
- Light Up Lawndale
- Pilsen Chamber
- Little Village Chamber Of Commerce
- Helen & Joe Foundation
- Boxing Out Negativity
- Barnone
- Village Leadership Academy
- Lawndale Pop-up Spot
- Chicat
- Open Books
- Weekenz Boutique
- Instituto Progresando
- Firehouse Community Art Center
- North Lawndale Eagles Football Team
- Blakemore Designs



COMMUNITY NONPROFITS, ARTISANS, & SMALL BUSINESSES

Business name

Contact name

Address

City

State

Zip

Work phone

Cell phone

Fax

Email

Website

FEIN or SS#

Product description

CHICAGO BUSINESS INFORMATION SHEET

- This pre-application form is for IN-PERSON City of Chicago business license applicants' use at the Small Business Center only.
- Forms not submitted in person will not be processed.

Type of PRE-Application

 Business License

 Adding a new site Change of Location* | Account # Site #

* PLEASE NOTE THAT PUBLIC WAY PERMITS AT YOUR PREVIOUS SITE MUST BE CANCELLED, AND PROOF OF REMOVAL IS REQUIRED.

Business Entity Information

Type of Business

 Sole Proprietor Partnership LLC Corporation Non-Profit Trust Other

Legal Name of Business

The exact "legal name" as it appears in the official business formation documentation.

 For Sole Proprietors, this is the full name of the business owner as it appears on their valid government-issued photo ID.
 For General Partnerships, this is the full name of each business owner as it appears on their valid government-issued photo ID.
 All other business entity types must use the legal name, and DBA (below), as it appears in the official registration documentation.

"Doing Business As" Name

The exact "Doing Business As" (DBA) name as it appears in the official business formation documentation.

Sole Proprietors or General Partnerships conducting business in Illinois under an assumed name (a name other than your own) are required to file for an Assumed Name Certificate with the Cook County Clerk's office at 118 N. Clark Street, Room 120, Chicago, (312) 603-5652, or at www.cookcountyclerk.com > Vital Records > Assumed Business Name Registration.

▼ A State of Illinois File Number & Date are **REQUIRED** for all (Illinois & Non-Illinois based) Corporations/Not For Profits, LLCs, LLPs, LPs.

State of Illinois File #

Assigned by the Illinois Secretary of State at 69 W. Washington St., Suite 1240, (312) 793-3380, or at www.cyberdriveillinois.com/departments/business_services/

Incorporation/File Date

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Also assigned by the Illinois Secretary of State. May be found in your Articles of Incorporation (for Corporation/Not For Profit Corporation); Articles of Organization (for Limited Liability Company); Statement of Partnership Authority (for Limited Liability Partnership); or Certificate of Limited Partnership (for Limited Partnership).

▼ A Federal Employer Identification Number (EIN) is **REQUIRED** for all business entity types except for Sole Proprietorships.

Employer Identification #

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Assigned by the Internal Revenue Service at 230 S. Dearborn St., (312) 292-4912 or (800) 829-4933, or at www.irs.gov/businesses > Employer ID Numbers (EINs)

▼ An Account ID Number is **REQUIRED** for ALL business entity types that conduct business in the state of Illinois or with Illinois customers.

(formerly IBT #) IDOR Account ID #

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Assigned by the Illinois Department of Revenue at 555 W. Monroe, Suite 1100, (800) 732-8866, or at <http://tax.illinois.gov> > Business Registration

Business Activity and Location

Business Activity

List your business activities, including all products and/or services to be offered.

If selling goods, what type of sales?

 Retail (Consumers Only) Wholesale (Business to Business Only) Both

Business Site Address

Provide the full business location address where the business transactions and/or activities occur. If applicable, provide the extended address (e.g. 100-102 N. Main St.).

Street Number(s)	N/S/E/W	Street Name	Ave./St.	Ste./Apt. #	Floor #
City	State	ZIP Code			

Square footage used by the business:

 , SQ. FT.

Amount of employees at this site:

Primary Business Contact Information

First Name	Middle Name	Last Name
Home Phone () () () () ()	Fax Number () () () () ()	Email Address



City of Chicago Department of Business Affairs and Consumer Protection | Small Business Center
 21N. LaSalle Street, Room 800, Chicago, IL 60602 | (312) 74-0000 | (312) 744-6249 | Chicago.gov/BACP



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
00/00/0000

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AGENTS NAME AGENTS ADDRESS	CONTACT NAME: AGENTS NAME PHONE (A/C, No, Ext): AGENTS NUMBER FAX (A/C, No): E-MAIL: ADDRESS:	INSURER(S) AFFORDING COVERAGE INSURER A : INSURANCE COMPANY NAME HERE INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	NAIC #
INSURED YOUR NAME & ADDRESS HERE			

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE	TYPE OF INSURANCE	ADOL. SUBR.	INSR. WVD	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			POLICY NUMBER HERE	00/00/0000	00/00/0000	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HERED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		POLICY NUMBER HERE	00/00/0000	00/00/0000	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		POLICY NUMBER HERE	00/00/0000	00/00/0000	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N/A		POLICY NUMBER HERE	00/00/0000	00/00/0000	WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Riot Fest Chicago | Sept. 15, 2023 - Sept. 17, 2023 | Chicago, IL

Riot Fest Corporation, City of Chicago Department of Cultural Affairs and Special Events, Chicago Park District, all members, directors, agents, employees, successors, assigns, and any other mandated additional insured ordered by each city and/or municipality are named as additional insured but only in respect to liability arising out of operations of the named insured. The insurance shall be primary and non-contributory.

CERTIFICATE HOLDER Riot Fest Corporation PO Box 220350 Chicago, IL 60622	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE AGENTS SIGNATURE HERE
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ACORD 25 (2010/05)

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General Liability

General Aggregate	\$2,000,000
Each Occurrence	\$1,000,000
Products Completed Operations	\$1,000,000
Damage to Rented Premises	\$ 300,000
Hired/Non Owned Automobile	\$1,000,000
Umbrella Liability Insurance (Aggregate & Ea. Occurrence)	\$5,000,000

Statutory Workers' Compensation including Employer's Liability Insurance

Each Accident - \$1,000,000/Disease-EA Employee - \$1,000,000/Disease-Policy Limit - \$1,000,000

Description of Operations / Locations / Vehicles / Special Provisions

Riot Fest Corporation, City of Chicago Department of Cultural Affairs and Special Events, and Chicago Park District are named as additional insured but only in respects to liability arising out of operations of the named insured. This insurance shall be primary and non-contributory.

Certificate Holders

Riot Fest Corporation
PO Box 220350
Chicago, IL 60622

Please send certificate of insurance to:

Holly Black
hblack@higginbotham.net

Please direct questions specific to insurance related issues to the following contact:

Holly Black
hblack@higginbotham.net



TIPS & STRATEGIES TO MAKE YOUR BOOTH STAND OUT

Create an Eye-Catching Display

Use bold signage, attractive banners, and a clean, organized booth setup.

Add an Overhead Banner

We highly recommend a **3' x 10' banner** mounted across the front of your tent so attendees can easily identify your business or organization from a distance.

Recommended Banner Support

- (3) 10-foot pieces of ½ inch conduit
- (2) 90-degree conduit ½ inch elbows

Tell Your Story

Share your mission, products, and what makes your organization or business unique.

Offer an Interactive Experience

Hands-on activities, demonstrations, games, giveaways, or educational displays can help attract and engage attendees.

Display Pricing or Donation Information Clearly

Clearly communicate product prices, suggested donations, or ways attendees can support your mission.

Use QR Codes and Social Media

Make it easy for attendees to follow you, donate, shop, or sign up for more information.

Offer a Special Promotion

Event-only discounts, raffles, or giveaways can help drive traffic to your booth.

Collect Contact Information

Use a sign-up sheet or QR code to gather email addresses and build relationships after the event.

Engage with Attendees

Smile, greet visitors, and start conversations about your products, services, or mission.

Bring Marketing Materials

Have business cards, brochures, flyers, or handouts available for attendees to take with them.





VENDOR SELECTION PROCESS


At the heart of Riot Fest's success are our vibrant and diverse vendors. After completing the Vendor Workshop, applications will be reviewed based on the following criteria:

- **Compliance with Legal Requirements** – Vendors must have all required permits, licenses, and insurance.
- **Quality of Products and Services** – We look for vendors offering high-quality products or services that enhance the attendee experience.
- **Experience and Readiness** – Preference may be given to vendors with experience at festivals and similar events.
- **Customer Service** – Vendors should provide friendly, professional, and responsive service.
- **Community Impact** – Priority may be given to businesses and organizations making a positive impact in their communities.
- **Product Diversity** – We aim to select a diverse mix of vendors and offerings.

Booth Restrictions

Complimentary booth recipients are intended for artisans, nonprofit organizations, and small businesses offering retail items, services, or community outreach. These booths are **not permitted to sell food, beverages, alcohol, or cannabis-related products**.

Riot Fest will award **12 complimentary booth spaces** to selected applicants. Priority will be given to businesses and organizations based in North Lawndale and Little Village.



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THANK YOU FOR STAYING!

As a special thank you for your time and dedication, I'm excited to announce that each of you will receive a pair of tickets to this year's festival!

Q&A

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THANK YOU!



RIOT FEST COMMUNITY LINE

Phone: 312.210.0721 | Email: community@riotfest.org

[RIOTFEST.ORG/COMMUNITY](https://riotfest.org/community)