



VENDOR TABLE REQUEST FORM

Instructions

1. Vendor table availability is limited; previous vendors are given first priority and any remaining availability is on a first come, first serve basis.
2. All vendors must submit this request form and be approved by the GLCMC Planning Committee before being allowed to be a vendor at the Conference.
3. The request form only needs to be submitted once and will only need to be submitted in subsequent years if any major changes have occurred with your company or organization.
4. Upon approval by the GLCMC, vendors must fill out a registration form and submit a fee (\$50 per table if for-profit, \$25 per table if non-profit) in order to finalize their vendor table(s)
5. Please complete the request form below by filling in electronically (click on appropriate text-box and fill in) and printing out or by printing out first and filling in. Please also attach any additional documentation that may be helpful for the approval process (i.e. letters from Bishops, pamphlets etc..)

Mail this form to: GLCMC
P.O. Box 68
Batavia, IL 60510

Name of company/organization

Address

City State Zip

Company website address

Name of Contact Person Phone

Email

Below, in detail, state the purpose of your organization and what you plan to provide at your table:

GLCMC use only: date received ___/___/___