



The Pop Up Gallery

Art - Crafts - Gifts - Jewellery

evanston

Vendor Application

Business Name:

Contact Name:

Contact Title:

Mailing Address:

Phone Number:

Email:

Website:

IL IBT Number

The Illinois Business Tax (IBT) number is the identification number assigned by the Illinois Department of Revenue (IDOR) and is required if you conduct business in Illinois. This number is also on your Illinois Business Authorization - Certificate of Registration.

Please check your company's product category.

(Check all that apply)

2D Art

Jewelry

Furniture

Fashion Accessories

Home Décor, Housewares, Candles ,or Bath & Body Products

Other (Please describe)

3D Art

Clothing

Packed Food Items

Children's Goods

Describe the goods you will be selling:

What type of space do you require?

Wall Space: Booth Space: Glass Cabinet:

Size requirements?

Will you be installing shelving?

Will you be changing the paint color of your space?

If so, what color?

Please list your preference of location in The Pop Up Gallery.

Location preferences are not guaranteed. (1st, 2nd, 3rd choice...)

Tell us what social media you use and list the account name or id below:

Twitter:

Facebook:

Instagram:

Pintrest:

LinkedIn:

Snapchat:

YouTube:

Return completed Vendor Application to:

sally@fresh-oooh.com

Along with the following items:

1. Form W-9 (Request for Taxpayer Identification Number and Certification)
2. Illinois Business Authorization - Certificate of Registration
3. Artist Statement/bio (To be used in our front desk book)
4. Photos of items you will be selling, it not on your website.