



METROPOLIS
OF CHICAGO

2025 CLERGY-LAITY ASSEMBLY

Meridian Banquet & Conference Center
Rolling Meadows, IL

NOV
5-6



VENDOR REGISTRATION

If not paying by check, visit chicago.goarch.org/cla-vendor

Title

Full Name

Exhibiting Company/Organization Name

Email

Cell Phone

Home Phone

Work Phone

Address

City / State / Zip / Country

What will you be promoting or selling at your table?

Will there be money transacted at your booth? Yes No

*If yes, please send a check for \$300, payable to the Metropolis of Chicago, ATTN Magdalini (Lina) Masouri
555 E. Butterfield Rd., Suite 201, Lombard, Illinois 60148. write 'CLA in the memo.*

How many people will be accompanying your booth?

The number of people per vendor table is limited to 2. Each additional vendor team member will be charged \$100 to cover meal costs over the span of the Assembly.

Please provide the names of all booth staff so we can provide you with nametags.

Will you need wifi? YES NO

Will you need electricity? YES NO

Do you have any other needs for your table?(Required)

PLEASE READ AND SIGN THE VENDOR AGREEMENT ON THE REVERSE SIDE OF THIS FORM.



VENDOR REGISTRATION

Dear Faithful of the Metropolis of Chicago,

The Metropolis of Chicago will host its 2025 Clergy-Laity Assembly at the Meridian Banquet & Conference Center in Rolling Meadows, Illinois on **November 5 – 6, 2025**. We are inviting vendors to display and sell items that are of interest to the delegates who will be attending the Assembly. **The charge for vendors who will be selling wares is \$300 per table.** There are a limited number of 6' skirted tables available and applications will be considered on a first-come, first-served basis. Please apply as soon as possible. The form will close on **September 30, 2025**.

Vendors will be in a high traffic area in the foyer of the conference center. Assembly delegates will pass by the vendor booths on their way to all meetings and events, and also during meals. Vendor hours will be from 9 a.m. – 4 p.m. each day. Set up may begin on Tuesday afternoon, November 4th and break down must be completed by Thursday at 4 p.m. Final logistics will be sent to registered vendors prior to the Assembly.

If you need hotel accommodations during the Clergy Laity Assembly, a block of rooms has been reserved at a group rate at the nearby Renaissance Schaumburg Convention Center Hotel, 1551 Thoreau Dr N, Schaumburg, IL. The special discounted room rate is \$169 plus tax, where applicable. The hotel is less than a 10-minute drive from the Meridian. Reservations must be made by **Tuesday, October 14, 2025**, after which the room block will be released. Click [HERE](#) to make your hotel reservation.

Details about the CLA will be continually updated on our webpage at <https://chicago.goarch.org/clergy-laity/>

Please know that we consider your participation as an important service enhancing our gathering. We thank you, and we look forward to seeing you at the CLA this November!

In Christ,

†**Archimandrite Dionysios Anagnostopoulos**
Vicar General
Holy Metropolis of Chicago

Questions? Contact **Magdalini (Lina) Masouri**
Senior Coordinator – Office of the Chancellor
312.736.2280 | mmasouri@chicago.goarch.org

VENDOR AGREEMENT

- Table Size**
I understand that each vendor will be limited to a single assigned 6' table.
- Display**
I affirm that my display will fit the dimensions of a 6 foot table and if additional items are needed beyond what is offered here, I will supply them.
- Table Location**
I understand that table location will be assigned on a first-come first-served basis on the date that the Vendor Application was received; no special requests considered.
- Set-Up and Dismantling**
I understand that I am responsible for setting up and dismantling my display and will abide by the venue's rules and follow set-up & dismantling times.
- Responsibility**
I understand that the Metropolis of Chicago and CLA committee does not claim responsibility for loss or damage to vendor property items displayed throughout the conference and I am in charge of protecting my property and display.
- Metropolis Digital Image Consent Policy**
I hereby acknowledge that I have read and understand the Metropolis Digital Image Consent Policy published on the Metropolis website and consent to the use of the images submitted herewith consistent with that policy. View Full Policy at: chicago.goarch.org/digital-media-consent/

Signature