

APPEARANCE REQUEST FORM

Completion of this form is a request only and does not guarantee an appearance.
Please type or print. Fill out completely.



- The following information is designed to assist you in making a request to include Staley, the Chicago Bears Official Team Mascot, in your upcoming event or program. This information should be considered as a general guideline. Each request will be given a fair and individual evaluation and, if deemed necessary by our office, may vary from the following guidelines. All appearance requests must be submitted in writing on this form.
- Requests should be made at least 2 (two) weeks prior to the event. We encourage you to make your request as early as possible, since requests will be responded to on a first-come, first-served basis.
- Appearances are generally not scheduled earlier than one month prior to the event.
- For general planning purposes, mascot appearances will range from one to two hours in length. Appearance fees will range from \$125 - \$400 per hour. Based upon the nature of the request, an appearance fee will be determined.
- All publicity for the event which mentions an appearance by Staley must be approved by Staley's manager before use.
- Your completed Staley Appearance Request Form should be faxed to: **(312) 235-7039**, or mailed to **Chicago Bears, Attn: Staley, Soldier Field, 1410 S. Museum Campus Dr., Gate 8, Chicago, IL 60605.**

Organization _____

Type Business Charity Church Civic School Other

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Contact Name _____ Contact Number _____

Event Name _____

Event Date _____ Time (starting) _____ (ending) _____

Event Location/Address _____

On-Site Contact Name _____

Event Description (please be specific, i.e. autographs, theme talk, etc.) _____

Audience Size _____ Audience Age Range _____

Directions to event location from Soldier Field _____

_____ Est. Drive Time _____

- A secured parking and changing area must be provided. Security before and after the appearance is also required to escort Staley to and from his car.
- Appearances may be terminated by Staley if he feels his safety is in jeopardy.
- Please provide a draped and skirted 6' table and chair for an autograph session. Autograph cards/posters and markers will be provided by the Chicago Bears.

I have read the above and agree to the terms and conditions of this request.

Signature _____ Date _____

