

latin american festival 2008 craft vendor application

Craft Vendor Application
18th Annual Latin American Festival
Sunday, October 12, 2008
12 noon to 7 PM
Symphony Park at South Park
4400 Sharon Road, Charlotte, NC 28211

Craft Vendor Information

Name of Booth/Represented Country _____ Tel: _____
Contact Person: _____ Fax: _____
Address: _____ City: _____
State: _____ Zip Code: _____
Email: _____

Please list a description of items you will be selling and/or displaying and the item prices:

Vendor Agreement

Due to the increasing interest to participate in the Latin American Festival and the limited space available, the number of Native Latin American Art & Craft Vendor spaces is limited to fifteen (15).

- Space assignment will be done at the sole discretion of the Festival committee.
- Each business is provided with two (2) 6' tables, tablecloths, two (2) chairs.
- Personal tents are allowed ONLY if they are standard 10'x10' manufactured pop-up tents. No tarps or home-made tents allowed.
- Selling of firecrackers, explosives of any type, or anything that does not have a Hispanic theme is strictly prohibited.
- Electrical power will not be available.
- Sale of any item of food or drink is NOT permitted in this area.
- The distribution of flyers, newspapers or any other promotional items OUTSIDE of a vendor's booth area is prohibited.

THE FOLLOWING DOCUMENTS MUST BE POSTMARKED NO LATER THAN AUGUST 31ST, 2008

- A signed original of this contract
- The non-refundable entry fee of **\$100.00** (or \$250.00 with optional tent) paid in full

Participation in the Festival is on a first come basis, with the receipt of a signed contract and fees paid in full. The postmark date will be the determining factor to establish priority if all available spaces are filled.



Festival Day: Set Up & Break Down

- Unload your materials at tent/table designated by Festival Committee.
- Set up can begin at 8:30 AM on October 12th and must be completed by 11:00 AM with no exceptions.
- Breakdown is to begin no earlier than 6:00 PM and completed no later than 7:30 PM.
- There must be a person staffing the booth at all times.
- Vendor is to provide all that is necessary to promote their programs.
- Vendor is responsible for all signs (i.e. posters, banners).
- Please note that it would be to your advantage to have information in both Spanish and English.
- The Vendor agrees to maintain a clean and neat appearance of their personnel and area.

Passes & Parking Permit

- Three (3) admission tickets and one parking permit are issued to Craft Vendors.
- You will receive tickets and parking permits via mail at least two weeks prior to the Festival.

Checklist

_____ Signed Contract (please read completely before sending)

_____ Entry Fee **\$100.00 without tent** or **\$250.00 with optional tent**
(Includes two 6' table, two folding chairs, and tablecloth)
Make checks payable to the **LATIN AMERICAN COALITION**

I, the undersigned, understand and agree to the terms of this contract. Failure to do so may preclude me and/or my organization from participating in this or future Latin American Festivals.

Signature: _____

Date: _____

Mail completed contract and entry fees by **August 31st, 2008** to:

Latin American Festival, Attn: Rebecca Wey

Latin American Coalition, 4949-B Albemarle Road, Charlotte, NC 28205

If you have any questions, please contact Rebecca Wey at 704-531-3932

GRACIAS!
WE LOOK FORWARD TO SHARING ANOTHER
EXCITING FESTIVAL LATINOAMERICANO WITH YOU!