

Tết Festival Non-Food Vendor Application

Contact Information

Business Name _____

Contact Name _____

Address _____

Email _____

Phone Number _____

Seller's Permit # _____

Booth Description _____

Electronics Used* _____

Booth Options

| | | | | |
|---|---|-------|---|----|
| Booth | Commercial/Sales Booth (10'x10') | \$450 | x | \$ |
| | Informational/Art Exhibit Booth (10'x10') | \$350 | x | \$ |
| | Government/Nonprofit Booth (10'x10') | \$250 | x | \$ |
| Placement | Corner Booth Guarantee | \$100 | x | \$ |
| | Priority Booth Placement** | \$50 | x | \$ |
| Advertising | Full Page Festival Booklet Ad | \$200 | x | \$ |
| | Banner Placement | \$500 | x | \$ |
| | Announcement on Mobile App | \$350 | x | \$ |
| | Announcement on Social Media | \$450 | x | \$ |
| Deposit | Mandatory Security Deposit (Per Booth) | \$200 | x | \$ |
| Total Due (If paying by check, please have the deposit as a separate check) | | | | \$ |

Payment Options

PayPal – 24 Hour Processing Time – Pay at tinyurl.com/SDTetVendors. Applications are confirmed the date the payment is made.

Check – 1-2 Weeks Processing Time – Please mail to PO Box 711912 San Diego, CA 92171 with a separate check for deposits. Applications are confirmed the date the check is processed by us.

* Every booth will only receive one outlet, you must have a 3-prong twist plug electrical adapter to use it

** Booths are assigned in the following order:

- 1) Sponsors
- 2) Guaranteed Booths
- 3) Priority Booth Placements
- 4) Commercial Booths, then Informational/Art Booths, and then Nonprofit Booths (Placed by date that full application with payment was submitted)

If you have any questions at all, please feel free to reach out to vendors@sdtet.com or the following Vendors Chairs:

Dragon Chan – Dragon.Chan@SDTet.com – (747) 777-3614

Amy Truong – Amy.Truong@SDTet.com – (760) 855-7777

Khoi Tran – Khoi.Tran@SDTet.com

Please Email Completed Applications To Vendors@SDTet.com



VAYA

13th Annual
San Diego Tet Festival

Hosted By The
Vietnamese American
Youth Alliance

Vendors@SDTet.com
www.SDTet.com

Vendor Contract

- I. Date, Time, and Location of the Tét Festival: _____ (Vendor Initials)
Friday, February 16, 2018 4:00PM-10:00PM - Mira Mesa Community Park
Saturday, February 17, 2018 11:00AM-10:00PM - Mira Mesa Community Park
Sunday, February 18, 2018 11:00AM-8:00PM - Mira Mesa Community Park
- II. Deadlines and Refunds: _____ (Vendor Initials)
a. Vendor application and payments are due Jan. 10, 2018.
b. Any cancellations must be done in writing before Jan. 24, 2018 for a 50% refund.
c. Cancellations after Jan. 24, 2018 will result in no refund.
d. There are no refunds in case of inclement weather, acts of nature, or restrictions by government agencies to cancel the event that Tét Festival Committee has no control over.
- III. Payments and Reservations: _____ (Vendor Initials)
a. Full payment must be made when vendor agreement and contract are submitted. Your spot is not reserved until payment is received. The \$200 security deposit **MUST** be received with payment.
b. On the last day, vendors must clean up and check out with a Vendor Chair at the end of the festival or else their security deposit will be donated to VAYA after March 28th, 2018.
- IV. Liability and Regulations: _____ (Vendor Initials)
a. The 2018 San Diego Tét Festival Org. Committee shall not be responsible for any loss of vendor's profit due to natural causes such as rain, thunder/lightning storms, wind, earthquake, etc.
b. San Diego Tét Festival Organizing Committee will not be responsible for any injury or damage to booth and its contents, merchandise, employees, contractors, guests, customers, invitees, and all other third parties.
c. The following items are prohibited from being sold, displayed, or used by vendor:
 - Alcoholic beverages and illicit drugs
 - Cigarettes
 - Firecrackers, fireworks, firearms, weapons, and other dangerous items
 - Vulgar, offensive, sexually explicit, or obscene materials as judged by VAYA, and such judgment shall be final.Note: Vendors may be requested to remove a product or service displayed at the festival at the sole discretion of VAYA if deemed unsuitable and such decision shall be final. VAYA is not liable for any damages or losses as a result of such action.
d. Vendor is prohibited from soliciting, selling, and promoting its products/services, including but not limited to, distributing fliers, farther than ten (10) feet around vendor's booth. If vendor would like to promote their products/services at desired locations, please notify a Vendor Chair for permission and arrange for an extended marketing permit.
- V. Check-In/Check-Out Procedures: _____ (Vendor Initials)
a. Vendor must check-in on Friday, February 16th, 2018 at least three (3) hours before the Festival opens at 4 p.m. and only linger for one (1) hour after the festival closes. Detailed procedures will be emailed out 2 weeks prior to the event.
b. To prevent traffic and hassle on opening day, vendors have the option to set up non-food materials on Thursday night, February 15th, 2018. Please notify the Vendor Chairs to be expecting you if the vendor chooses this option.
c. On check-out day, please do not take items provided by the Festival Committee such as tables, chairs, etc. If any of these items is found missing from a vendor, then you will lose your deposit.
d. Remember to see a Vendor Chair to reclaim the \$200.00 deposit at the end of the festival or booth's clean-up. Or else, the deposit will be donated to VAYA after March 28th, 2018.
- VI. Electricity/Additional Regulations: _____ (Vendor Initials)
a. Vendors are prohibited from overusing local power. Each booth will be provided 20 amps of electricity for three (3) days. For additional amps, vendors must inform the Vendor Chairs no later than two (2) weeks prior to the festival. Each additional 20 amps will cost \$20.00. If request is made any later than January 13 or on the day of, the fee will increase to \$50.00.
b. If vendor happens to underestimate power usage and gets blacked out, it will cost an additional \$50.00 for a reboot to continue operation during the festival.
- VII. Booth Information: _____ (Vendor Initials)
a. Vendor's booth location will be assigned by the Vendor Chairs and such decision shall be non-negotiable. Vendors will know their final location on the week of the festival.
b. All booths have a canvas roof, back dividers. All booths are provided with one (1) light, one (1) electrical outlet, one (1) table, two (2) chairs and one (1) front security cover. Additional chairs and tables are available for rent (\$10/table, \$5/chair). Each booth is responsible for supplying additional security covers on exposed sides if you planned on leaving products overnight.

On behalf of _____ (business name), I, _____ (contact name),
have read and agreed to all the items and conditions stated in contract.

Signature of Business Representative

Print Name

Date



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