



12th Annual San Diego Tết Festival 2017

Mira Mesa Community Park – Jan. 27 – Jan. 29, 2017

presented by

Vietnamese American Youth Alliance (VAYA)

Liên Hội Tuổi Trẻ Việt Nam San Diego

P.O. Box 711912, San Diego, CA 92171 Phone (619)320-8292 <http://www.sdtet.com> info@sdtet.com

Tết Non-Food Vendor Application

CONTACT INFORMATION

Business Name: _____

Contact Name: _____

Business Address: _____

Phone Number: _____ Fax: _____ Email Address: _____

Seller's Permit #: _____

VENDOR BOOTH LEVEL (10' X 10') FOR 3-DAYS (DOES NOT INCLUDE A \$200 REFUNDABLE DEPOSIT)

*ATTACHED IS A MAP KEY, PLEASE REFER TO IT AND LIST PREFERENCE(S) OF LOCATION.

- Commercial Booth/Sales \$450 Government/Nonprofit \$250
- Informational/Art Exhibit Booth \$350

TERMS & AGREEMENTS

Describe items to be sold or booth information (please be detailed).

List all electronic devices you may need (TV, Laptop, etc.). MUST provide your own "3-prong twist plug electrical adapter", power strip, and extension cords. Each booth only gets one outlet.

Checks	Items	Amount	To
Check 1:	Price of Booth:	\$_____	VAYA
	TOTAL	\$_____	
Check 2:	Refundable clean-up fee*	\$200	VAYA

*Note: A \$200.00 refundable clean-up fee deposit along with application must be submitted written as a separate check to VAYA. The deposit gets returned back to you when there are no issues/damages after the festival.



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VENDOR CONTRACT

I. Date, Time, and Location of the Tết Festival:

Friday, Jan. 27, 2017	4:00PM-10:00PM	Mira Mesa Community Park
Saturday, Jan. 28, 2017	11:00AM-10:00PM	Mira Mesa Community Park
Sunday, Jan. 29, 2017	11:00AM-8:00PM	Mira Mesa Community Park

II. Deadlines and Refunds:

_____ (Vendor Initials)

- Vendor application and payments are due Jan. 1, 2017.
- Any cancellations must be done in writing before Jan. 13, 2017 for a 50% refund.
- Cancellations after Jan. 13, 2017 will result in no refund.
- There are no refunds in case of inclement weather, acts of nature, or restrictions by government agencies to cancel the event that Tết Festival Committee has no control over.

III. Payments and Reservations:

_____ (Vendor Initials)

- Full payment must be made when vendor agreement and contract are submitted. An additional \$200.00 refundable cleaning fee **MUST** be deposited along with payment. Please note that after vendors clean up on their last day, to also check back with one of the Vendor Chairs at the end of the festival event to get their deposit back or else it will be donated to VAYA after February 28, 2017.
- Booths will not be reserved until payment is received. Reservations and booth choices are based on first come first serve priority. Turning the application without payment will not guarantee booth reservations.

IV. Liability and Regulations

_____ (Vendor Initials)

- The 2017 San Diego Tết 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.
- San Diego Tết 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.
- The following items are prohibited from being sold, displayed, or used by vendor:

- Alcoholic beverages and illicit drugs
- Cigarettes
- Firecrackers, fireworks, or similar items
- Weapons and firearms
- 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.

- 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 to work out a possibility.

V. Check-In/Check-Out Procedures

_____ (Vendor Initials)

- Vendor must check-in on Friday, Jan. 27, 2017 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.
- To prevent traffic and hassle on opening day, vendors have the option to set up non-food materials on Thursday night, Jan. 26, 2017. Please notify the Vendor Chairs to be expecting you if the vendor chooses this option.
- 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.
- 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 February 28, 2017.

VI. Electricity/Additional Regulations

_____ (Vendor Initials)

- 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.
- 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.

_____ (Vendor Initials)



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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. 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 (\$6/table, \$3/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

Signature of VAYA Representative

Print Name

Date

To be filled out by Vendor Chairs:

Receipt #: _____

Booth #: _____

Please complete this form and arrange payment by Jan. 1, 2017. Duplicate for your records.

Mail to: VAYA Vendor Committee
P.O. Box 711912
San Diego, CA 92171-1912

or Email to: vendor@sdtet.com

Contact: Khang Nguyen (858) 380-6479

OFFICIAL USE ONLY:

Receipt #: _____

Booth #: _____