



7th Annual San Diego Lunar New Year Tet Festival 2012

Balboa Park – January 20th, 21st, and 22nd

presented by

Vietnamese American Youth Alliance (VAYA)

Liên Hội Tuổi Trẻ Việt Nam San Diego

P.O. Box 933; 34, San Diego, CA 92193 Phone (619)320-8292 Fax (858) 863-4123 <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 (DOES NOT INCLUDE \$30 TRASH FEE & A \$200 REFUNDABLE DEPOSIT)

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

- ~~**EARLY-BIRD SPECIAL! SAVE \$50 FROM TOTAL FEE FOR EARLY RESERVATION WITH FULL PAYMENT (DEADLINE IS NOVEMBER 19, 2011. NOT APPLICABLE TO FREE BOOTH)~~
- | | | | |
|--|-------|-------------------------------------|-------|
| <input type="checkbox"/> All Booth Corner | \$500 | <input type="checkbox"/> Non-Profit | \$200 |
| <input type="checkbox"/> Game/Commercial Booth | \$400 | <input type="checkbox"/> Government | Free |
| <input type="checkbox"/> Information/Art Exhibit Booth | \$300 | | |

TERMS & AGREEMENTS

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

List all electronic devices you may need (TV, Laptop, etc.)

Checks	Items	Amount	To
Check 1:	Price of Booth:	\$ _____	VAYA
	Trash Fee:	\$ _____	
	Late Fee (reg. after 1/8/12)	\$ _____	
	TOTAL	\$ _____	
Check 2:	Refundable clean-up fee*	\$ 200.00	VAYA

*Note: A \$200.00 refundable clean-up fee deposit along with application must be submitted written as a separate check to VAYA.



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VENDOR CONTRACT

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

Friday, January 20, 2012	4:00PM-10:00PM	Balboa Park
Saturday, January 21, 2012	11:00AM-10:00PM	Balboa Park
Sunday, January 22, 2012	11:00AM-5:00PM	Balboa Park

II. Deadlines and Refunds:

_____ (Vendor Initials)

- Vendor application and payments are due January 3, 2011.
- Any cancellations must be done in writing before January 10, 2011 for a 50% refund.
- Cancellations after January 10, 2011 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 in which 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 Sunday, January 30, 2011.
- 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 2011 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 Org. 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, further 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.
- Each food vendor will be provided with five (5) wristbands per festival day, and can purchase up to five (5) discounted tickets at the price of \$3.00 for additional booth workers from the Vendor Chairs.
- Must provide a list of all the names of booth workers (for the three days) during Friday's check-in. Vendor preparation area and check-in gate is strictly prohibited to anyone without a vendor pass or wristbands.

V. Check-In/Check-Out Procedures

_____ (Vendor Initials)

- Vendor must check-in on Friday, January 28 at least three (3) hours before the Festival opens at 4:00PM and only linger for one (1) hour after the festival opens. No one will be allowed to sell until all vendors have been checked by San Diego County Inspector.
- To prevent traffic and hassle on opening day, vendors have the option to set up non-food materials on Thursday night, January 27, 2011. Please notify the Vendor Chairs 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 are found missing from a vendor, then the losses will be deducted from their clean-up 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 Sunday, January 30, 2011.



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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 14 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.

_____ (Vendor Initials)

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, and floored tarp. The booths are provided with one (1) light, one (1) electrical outlet, one (1) table, one (1) front security cover, and one (1) fire extinguisher at check-in. Each booth is responsible for supplying additional security covers on exposed sides if 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 December 15, 2011. Duplicate for your records.

Mail to: VAYA Vendor Committee
P.O. Box 933; 34
San Diego, CA 92171

or Fax to: (858)863-4123
or Email to: vendor@sdtet.com

