



# ARIZONA ASIAN AMERICAN ASSOCIATION

Presents

## ARIZONA ASIAN FESTIVAL

10 and 11<sup>th</sup> April 2010

Heritage & Science Park

7<sup>th</sup> Street and Monroe, Phoenix, Arizona

### VENDORS' APPLICATION FORM (Deadline is April 5<sup>th</sup>, 2010)

Company's Name:	
Responsible Party's Name:	
Mailing Address:	City: State: Zip:
Phone: ( )	Fax: ( ) Email Address:
<b>Food Booths (Temporary Event Permits Required – see Item #8 on next page)</b>	
<input type="checkbox"/> \$550 <input type="checkbox"/> \$500 (sign-up before 3-01) (10'x10'tent, 3 sides + night cover, 2 chairs, two 8' tables, electric connect <b>(Bring your own 100 ft extension cord and tape – Please use approved receptacles for dumping waste)</b>	\$ _____
<b>Commercial Booths &amp; Tables (You have a retail business and/or a commercial license)</b>	
<input type="checkbox"/> \$450 <input type="checkbox"/> \$400 (sign-up before 3-01) (10'x10'tent, Booth with 3 sides + night cover, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$350 <input type="checkbox"/> \$300 (sign-up before 3-01) (10'x10'tent, Booth without sides, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$240 <input type="checkbox"/> \$190 (sign-up before 3-01) Commercial table (2 chairs, one 8' table)	\$ _____
<b>Non Commercial Booths/Tables (You DO NOT have a retail business and/or a commercial license)</b>	
<input type="checkbox"/> \$350 <input type="checkbox"/> \$300 (sign-up before 3-01) (10'x10'tent, Booth with 3 sides + night cover, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$275 <input type="checkbox"/> \$225 (sign-up before 3-01) (10'x10'tent, Booth without sides, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$185 <input type="checkbox"/> \$135 (sign-up before 3-01) table only (2 chairs, one 8' table)	\$ _____
<b>Non-Profit Organizations Booth/Tables (Registered NON PROFIT)</b>	
<input type="checkbox"/> \$275 <input type="checkbox"/> \$225 (sign-up before 3-01) (10'x10'tent, Booth with 3 sides + night cover, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$200 <input type="checkbox"/> \$150 (sign-up before 3-01) Regular booth (10'x10'tent, 2 chairs, one 8' table)	\$ _____
<input type="checkbox"/> \$150 <input type="checkbox"/> \$100 (sign-up before 3-01) Table (2 chairs, one 8' table)	\$ _____
<b>Extras / Discounts</b>	
<input type="checkbox"/> \$50 Extra for a prime location, single booth, indicated on the map as \$	\$ _____
<input type="checkbox"/> \$25 Extra for extra table	\$ _____
<input type="checkbox"/> \$5 Extra chairs each	\$ _____
<input type="checkbox"/> \$35 Extra for one electric connectivity (bring your own extension cord and tape)	\$ _____
<input type="checkbox"/> \$100 Discount for vendor supplying approved tent, tables and chairs (discount tents with sides covered)	\$ _____
<input type="checkbox"/> \$40 Discount for food vendor serving ONLY shaved ice and/or approved beverage	\$ _____
Check amount enclosed	<b>Grand Total</b> \$ _____

Complete description of the items to be displayed or selling \_\_\_\_\_

Please Select 3 Choices for Booth Location from Booth Map Layout #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

I, \_\_\_\_\_, have read and agree to abide by the Arizona Asian Festival rules and regulations. I hereby release and hold harmless Arizona Asian Festival, City of Phoenix Office of Community Relations, the Arizona Asian American Association and all other event sponsors from any and all liabilities, including, but not limited to, theft, personal injury, bodily injury, strike, public enemy, or act of God and to indemnify them for all damages arise from my conduct of the event. I also acknowledge that I have the option to request to sell regional, national, cultural or exotic beverages for no extra charge.

\_\_\_\_\_  
Signature (Applicant must sign)

\_\_\_\_\_  
Date

Make check payable to: AAAA. Mail application, map and check to: Al Carstens  
 3826 N 87<sup>th</sup> St., Scottsdale, AZ 85251 or Fax 602-231-5671; emails: [alcarst@aol.com](mailto:alcarst@aol.com); [khoi.dinh@gmail.com](mailto:khoi.dinh@gmail.com)  
 Please visit website [www.aaaa-az.org](http://www.aaaa-az.org), or call Al @623-363-8970 or Khoi Dinh @602-740-4471

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## Arizona Asian Festival 10 and 11th of April 2010 Heritage & Science Park 7<sup>th</sup> Street & Monroe, Phoenix, Arizona

### VENDOR'S RULES AND REGULATIONS

1. A non-refundable vendor fee for the full amount shall be paid with the completed application. Please make checks payable to "AAAA". This fee includes the set-up and rental of the requested space and furniture.
2. The vendor committee must approve, in writing, any alteration and/or exceptions to the booth or space location. Examples include, but not limited to, using personal canopy, sides, umbrellas etc.
3. Arizona Asian Festival Committee reserves the exclusive right to sell water, soda or drinks. Sale of regional, national, cultural or exotic beverages, however, can be requested at no additional fee.
4. All goods displayed and/or sold must meet acceptance by the Arizona Asian Festival Committee prior to the event.
5. The Arizona Asian Festival Committee or City of Phoenix shall not handle, nor care for, or act as custodian of any equipment or property at the event, and shall not be liable for any loss or damage to such property. Any special storage needs should be discussed with the coordinator prior to the event.
6. Nails, helium balloons, open fire, birdseed and uncooked rice will not be permitted at events at Heritage Square Park. Staples and thumbtacks are permitted, but must be removed following the event.
7. It will be the responsibility of each vendor to follow applicable local, state, federal and the Arizona Asian Festival Rules and Regulations, and to maintain safe working conditions. Heritage Square Park staff may stop any hazardous activities or the use of a particular place of equipment, which they deem unsafe.
8. All Food and beverage vendors (including free offerings) are required to obtain a Temporary Food Establishment Permit for Maricopa County. Permits should be obtained at least 7 days prior to the event. Please visit the following web site for details and application form:  
**<http://www.maricopa.gov/EnvSvc/EnvHealth/SpecProg/SpecEvents.aspx>**
9. Each vendor is responsible for the maintenance and cleanup of his/her own area. The facility must be left in the condition in which it was found. Any cleanup assessment by the city of Phoenix of the vendor booth will have to be paid by the same vendor.
10. All booth/table spaces must remain open according to the published schedule, unless approved, in writing, by the Festival Committee Chair. (Saturday, 11 AM to 7 PM and Sunday, 11 AM to 7 PM.)
11. The electricity that is ordered allows only one outlet connectivity. Please bring your own 100' extension cord and tape or other means of securing it across foot traffic areas..
12. All vendors are to comply with the following set-up regulations and schedules for setup (unloading) and take down (loading), which are scheduled for the event:
  - (a) Setup hour will be 7:00 to 10:00 AM. All vehicles must be removed from the area by 10:30 AM.
  - (b) Vendors are required to have their booth and space location ready to serve customers no later than 10:30 AM on Saturday and Sunday.
  - (c) Security will be provided from 6 PM to 9 AM.
  - (d) Take down and clean up of the facility are to begin at 7 PM Sunday April 11, 2010. Policing the area around the vendor booths is expected throughout the festival.

For additional information, please visit AAAA website [www.aaaa-az.org](http://www.aaaa-az.org), or call Al Carstens @623-363-8970, email: [alcarst@aol.com](mailto:alcarst@aol.com) or call Khoi Dinh @602-740-4471, email: [khoi.dinh@gmail.com](mailto:khoi.dinh@gmail.com).