



2018 AFRICAN FESTIVAL
Vendor Registration & Agreement Form

GENERAL INFORMATION

The 2018 African Festival, “**Connecting Africa and Arizona**,” will feature African arts, heritage, cultures and traditions, and will showcase the creativity of the people of African ancestry. All products and/or services offered for sale in the festival must ideally express and reflect this theme. If you have any questions about the suitability of your products/services, please contact AFASA. Past festivals had attracted roughly 3,000 attendees, and we anticipate a comparable size of attendees this year.

Event: **2018 African Festival**
Date: Saturday March 31, 2018
Venue: North High School, 1101 East Thomas Road, Phoenix
(12th Street & Thomas Road)
Duration: 11:00/12:00 – 5:00 PM

The 2018 African Festival is free and open to the public.

SAVE with our EARLY BIRD SPECIAL
on payments received by March 15, 2018

BOOTH FEES

	Early Bird	Late
Food Vendor:	\$50	\$100
Crafts Vendor:	\$50	\$100
Information Booth:	\$50	\$75

PROGRAM ADVERTISING FEES

	Early Bird	Late
Full Page:	\$200	\$225
Half Page:	\$150	\$175
Quarter Page:	\$75	\$100

In order to participate as a vendor at the festival you must complete this entire application and submit it along with the requested forms by the required dates. To assist you in preparing for the festival, following is a list of important dates:

FESTIVAL SCHEDULE

11:00 AM – 12:00 PM: Vendors check in and begin setting up

12:00 – 5:00 PM: Festival Activities

All booths must be staffed during the entire festival

If you have any questions, please email us at afasaorg92@gmail.com and the vendor coordinator will be in touch with you.

Thank you for being a friend of Africa and AFASA!



2018 African Festival - VENDOR REGISTRATION/INFORMATION FORM

Company/Organization Name: _____

Contact Name(s): _____

Phone Number(s): _____

Fax Number(s): _____

Web site URL: _____

E-mail Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Type of Business: _____

Description of items to be sold or exhibited:

Booth Options:

Food Vendors (no drinks)
2 tables and 2 chairs

Arts & Crafts (no food)
1 table and 2 chairs

Information/Non-Profit Org. (no sales)
½ table and 1 chair

PAYMENT

Please make your certified check or money order payable to:
The African Association of Arizona

MAIL YOUR PAYMENT to:
AFASA, 8050 North 19th Avenue, # 291, Phoenix, Arizona 85021

Registrations must be received (in hand) no later than March 15, 2018.



VENDOR AGREEMENT

As a Vendor/Exhibitor participating in the 2018 African Festival, I/We agree to the following conditions and guidelines: Please initial each line:

_____ I agree: Any sale or distribution of any beverage is prohibited. Only the Festival organizer, AFASA, is allowed to sell and/or distribute drinks at the event.

_____ I agree: Any sale or distribution of Festival paraphernalia (t-shirts, hats, mugs, etc.) is prohibited. Only the Festival organizer, AFASA, is allowed to sell and/or distribute Festival paraphernalia.

_____ I agree: Vendors/Exhibitors are responsible for obtaining and providing a City of Phoenix Sales Tax License, or any and all applicable Maricopa County and/or Arizona State License(s). For the City of Phoenix License, vendors can go to <http://phoenix.gov/ftpalias/plt/tempinst.pdf> to download the form or call 602-262-6785, press 1, 1, 0.

_____ I agree: All Food vendors must attend a Food Vendors Orientation Meeting at North High School on March 30, 2018 (Time TBD). All Food vendors must have all applicable Arizona food permits and/or licenses. The Registration Form must be accompanied by a copy of all applicable permits and licenses. **Failure to conform to the standards of the State of Arizona and/or Maricopa County Food Inspector constitutes grounds for the organizers of the festival, or the aforementioned government agencies to shut down the vendor without compensation or refund.**

_____ I agree: All Vendors/Exhibitors are responsible for completely setting up their booths between 11:00 AM and 12:00 PM on March 31, 2018.

_____ I agree: No music is allowed in the vendor booths unless it has been explicitly granted by AFASA. The following are strictly prohibited: burning of materials, sale of firearms/bootleg tapes/counterfeit materials, and distributing flyers or information at the festival entrance or festival premises.

_____ I agree: The organizers, sponsors, and host of the festival are not liable for lost or stolen items.

_____ I agree: Any Vendor/Exhibitor that breaches this agreement forfeits his/her right to participate and may be asked to leave the festival site without compensation or refund.

_____ I agree: This registration form applies to only one Vendor/Exhibitor, whose name appears on it.

_____ I agree: All payments are non-refundable. All AFASA booth and/or advertisement space purchases are final and non-transferable.

My signature indicates that I understand and agree to comply with all the conditions and guidelines stated above. In addition, the vendor agrees to indemnify and hold harmless the African Association of Arizona and Phoenix Union High School District and their directors, officers, members, employees and representatives, from any claim,



demand, or damage, including legal fees. This includes assertions of any third party, arising out of the vendors' conduct or use of the festival site.

In addition, I have submitted all the following forms with my registration form

- ___ 4-page Vendor Registration & Agreement Form, initialed and signed
- ___ (Arts and Crafts vendors only) include a photo of your products
- ___ Certified check or money order payable to AFASA
- ___ Applicable 2018 Phoenix, Maricopa, and Arizona Tax Licenses
- ___ (For food vendors only) My 2018 food permit(s) and license(s)

Print Name: _____ Title: _____

Signature: _____ Date: _____