



## 2017 Italian Festival Vendors Participation Agreement

### General - Event Vendors Requirements

1. Participation to both days (Saturday, March 25<sup>th</sup>, 11:00 AM to 9:00 PM & Sunday, March 26<sup>th</sup>, 11:00 AM to 5:00 PM), is required unless otherwise approved by the Italian Association.
2. A total cost of participation is due upon submission of this agreement.
3. My Business logo will be supplied to the Italian Association to be used during Italian Festival promotion.
4. A valid Maricopa County issued mobile food service permit is required for food service. For more detail visit, <http://www.maricopa.gov/EnvSvc/EnvHealth/SpecialEvents/Default.aspx>
5. I will submit proof of insurance to the IA office with the minimum of \$1 million general liability and \$1million workers 'compensation.
6. A representative from my business will attend the Exhibitor's Meeting which takes place approximately one (1) month prior to the event. Details to become firmed prior to the event.

### Operations

- 1 Space Set up will be done on Friday, March 24<sup>th</sup>, from 1:00 PM to 5:00 PM. The Address of the 2017 Italian Festival is:  
  
Civic Center Mall,  
3939 North Drinkwater Blvd.,  
Scottsdale, AZ 85251
- 2 My space will be ready for health and fire inspections on Saturday, March 25<sup>th</sup>, at 10:30AM.
- 3 My space will be open for business starting at **11:00 AM on Saturday March 25<sup>th</sup>& Sunday March 26<sup>th</sup>.**
- 4 Food will be available at my booth until **8:30 PM on Saturday 3/25<sup>th</sup>and 4:30 PM on Sunday 3/26<sup>th</sup>.**
- 5 Display items will not be removed from my space until **5:00PM on**

**Sunday 3/26<sup>th</sup>. Security is assured for the night of Saturday 3/25<sup>th</sup>, to Sunday 3/26<sup>th</sup>.**

- 6 My space will be in clean conditions by Sunday 3/26<sup>th</sup> at 8:00 PM **following** the event. Unclean areas are subject to a cleaning fee.
- 7 **NO BEVERAGES** will be sold at my booth unless authorized in writing from the Italian Association.
- 8 I will comply with Maricopa County Environmental Services' regulations and no actions by my business shall constitute a hazard to the health or general well-being of any other person.
- 9 I understand a mobile food license is required at the event and must be obtained prior to the event. (*Note: License type varies; you must obtain the license that is applicable to your business and the type of food you will be serving at the event.*) For more information visit: <http://www.maricopa.gov/EnvSvc/EnvHealth/SpecialEvents/Default.aspx>
- 10 I am responsible for obtaining all necessary State, County and local sales tax licenses as well as collecting and remitting to the proper taxing authorities all sales tax.
- 11 I will comply with Scottsdale Fire Department regulations including, but not limited to, providing a fire extinguisher in my booth and ensuring all appropriate display materials are flame retardant according to Fire Department Regulations.
- 12 I am responsible for providing and setting up the display inside my space.
- 13 Any decorations or signage not contained within a 24" perimeter of my space must be approved by the Italian Association.

## VENDOR PARTICIPATION

### CONSUMABLE VENDORS

- \$ 1,500.00 CONSUMABLE VENDOR BOOTH 20X10
- \$500- ADDITIONAL CONSUMABLE 10x10 BOOTH
- ADDITIONAL ITEMS

<u>ADDITIONAL ITEMS FOR RENT</u>	<u>2-DAY COST</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>
TENT 10X10	\$200		
Folding Chair	\$10		
8' Table	\$30		
Black Table Linen	\$20		
Overhead Light	\$30		
Umbrella	\$100		
220 V Electrical Power Supply	\$200		
Handwash Station	TBD		
Refrigeration Unit	TBD		
Range Unit	TBD		
		<b>TOTAL</b>	

### NON-CONSUMABLE

- \$250 -NON CONSUMABLE VENDOR SPACE 10X10
- ADDITIONAL ITEMS

<u>ADDITIONAL ITEMS FOR RENT</u>	<u>2-DAY COST</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>
Tent 10X10	\$200		
8' Table	\$30		
Folding Chair	\$10		
Umbrella	\$100		
Light	\$30		
Black Table Linen	\$20		
		<b>TOTAL</b>	

Other supplies **NOT** provided: extension cords, carts/hand trucks, ladders, signage, disposable products, etc.

## SPONSORSHIP PACKAGES

(For Sponsorship Packages Content see Italian Festival Brochure)

**TITLE SPONSORSHIP**

- \$ 3,000.00

**GOLD SPONSORSHIP**

- \$1,500.00
- ADDITIONAL ITEMS

<u>ADDITIONAL ITEMS</u>	<u>2-DAY RENT- AL COST</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>
TENT 10X10	\$200		
Folding Chair	\$10		
8' Table	\$30		
Black Table Linen	\$20		
Overhead Light	\$30		
Umbrella	\$100		
220 V Electrical Power Supply	\$200		
Handwash Station	TBD		
Refrigeration Unit	TBD		
Range Unit	TBD		
		<b>TOTAL</b>	



## 2017 ITALIAN FESTIVAL PARTICIPATION FORM

**TITLE OF BUSINESS** (as it should appear in promotional materials):

\_\_\_\_\_

**PRIMARY CONTACT** (Day of Event Contact )

NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_

CELLPHONE: \_\_\_\_\_

**SECONDARY CONTACT** (Day of Event Contact )

NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_

CELLPHONE: \_\_\_\_\_

**BUSINESS INFO:**

WEBSITE: \_\_\_\_\_

STREET: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_

NO EXCLUSIVITY IS GRANTED TO ANY VENDOR FOR ANY PRODUCT. THE ITAL-

IAN ASSOCIATION WILL REVIEW PRODUCTS OF PARTICIPATING VENDORS AND VALIDATE SALES OF **CONSUMABLE** PRODUCTS FOR EACH VENDOR. IN DOING SO, THE ITALIAN ASSOCIATION MAY REASONABLY RESTRICT THE SALES OF CERTAIN CONSUMABLE PRODUCTS FOR CERTAIN VENDORS. CONSUMABLE PRODUCTS NOT LISTED BY VENDOR ON THIS APPLICATION WILL NOT BE ALLOWED FOR SALE.

**NON-CONSUMABLE**

PRODUCTS SOLD:

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PRICE RANGE OF NON CONSUMABLE PRODUCTS

**CONSUMABLE PRODUCTS SOLD:**

1 \_\_\_\_\_ PRICE PER ITEM \$ \_\_\_\_\_

2 \_\_\_\_\_ PRICE PER ITEM \$ \_\_\_\_\_

3 \_\_\_\_\_ PRICE PER ITEM \$ \_\_\_\_\_

4 \_\_\_\_\_ PRICE PER ITEM \$ \_\_\_\_\_

CHECK(ENCLOSED)

CREDIT CARD

o VISA MC AMEX

o NAME ON CARD \_\_\_\_\_

o CARDNUMBER \_\_\_\_\_

o EXP \_\_\_\_\_

o CVV \_\_\_\_\_

**SIGNATURE**

By signing this agreement, I agree to the terms set forth in this agreement.

AUTHORIEDSIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME(please print): \_\_\_\_\_

## **SUBMISSIONS INSTRUCTIONS**

**TOTAL COST OF PARTICIPATION DUE WHEN RETURNING THIS CONTRACT FILLED IN AND SIGNED.**

**REGISTRATION MUST BE DONE BEFORE FEBRUARY 28<sup>th</sup>, 2017**

**MAIL TO:**

ITALIAN ASSOCIATION  
8020 E.GELDING DR, STE. 108  
SCOTTSDALE, AZ 85260

**LOGO SUBMISSIONS:** EMAIL A LOW RESOLUTION (jpg) AND A HIGH RESOLUTION (eps OR ai) TO **INFO@ITALIANASSOCIATION.ORG**

**FOR QUESTIONS:**

EMAIL: [INFO@ITALIANASSOCIATION.ORG](mailto:INFO@ITALIANASSOCIATION.ORG) or PHONE: 602.418.9788