

2019 6th ANNUAL ITALIAN FESTIVAL OF ARIZONA

**SET-UP: FRIDAY FEBRUARY 22, 2019
FESTIVAL: SATURDAY FEBRUARY 23, SUNDAY FEBRUARY 24, 2019.
SCOTTSDALE SOUTHBRIDGE AND SOLERI BRIDGE**

NON-CONSUMABLE VENDOR AGREEMENT

FESTIVAL HIGHLIGHTS

- **Festival held in Old Town Scottsdale on the Bridge attracting organic foot traffic**
- **\$10.00 entry fee (go online for discounts)**
- **Massive marketing campaign throughout the valley and out of state**
- **Return of Sbandieratori (ASTA)**
- **Other Italian performers along with Phoenix Three Tenors**
- **10,000 Attendees (tickets will be sold in advance)**
- **Italian Museum with historical presentations**

SUMMARY

1. Participation Form and Price Chart
2. Participation Agreement
3. Deadlines

2019 6th ANNUAL ITALIAN FESTIVAL - PARTICIPATION FORM

Name of Business (as it should appear on promotional material):

Products and Sales Price for each item:

Primary Contact

Name: _____

Email: _____

Personal Contact: _____

Cellular: _____

Secondary Contact

Name: _____

Email: _____

Personal Contact: _____

Business Info

Address: _____

Contact: _____

Website: _____

LIST OF NECESSARY PRICED BOOTH ITEMS

Check all that applies

- \$300.00 NON-Consumable Vendor space 10x10, plus one light, one electrical outlet.
- Tent, umbrella and chairs must be ordered separately if needed
- Additional Items.

Item	2 Day Rental Cost	Quantity	Total Cost
10x10 Tent	\$250		
8' Table	\$40		
Folding Chair	\$15		
Black Table Linen	\$30		
Overhead Light	\$40		
Umbrella	\$150		
Total			

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

**2018 6th ITALIAN FESTIVAL NON-CONSUMABLE VENDORS
PARTICIPATION AGREEMENT
TERMS AND CONDITIONS OF PARTICIPATION**

Requirements to maintain Italian Festival Exhibit Space

- Submission of Participation Form indicating the list of needed booth items and options.
- Submission of **50% deposit**. (mandatory to hold the space)
- **Balance due by November 30, 2018**
- Submission of vendor logo by **November 30, 2018** and permission to the Italian Association to use logo during festival promotion. For permission initial here: _____
- Obtain/have all necessary City/State and Maricopa licenses
- Provide proof of insurance with the minimum of \$1 million general liability.
- Participate to Exhibitors' teleconference meeting that will be called by the Italian Association, two to three weeks before the Italian Festival, date to be defined.
- The Festival will be open to the public Saturday February 23, 2019 from 11:00 am to 9:00 pm and Sunday February 24, 2019 from 11:00 am to 5:00 pm. Vendor's participation for the entire duration of the festival is required unless agreed otherwise with the Italian Association (i.e. *Your Vendor Booth Cannot be left unattended during Italian Festival hours*).

Operations

- **I will advertise the 2019, 6th Annual Italian Festival by exhibiting in my Shop and Business the 2019 Italian Festival Poster and by distributing to my customers the Italian Festival Postcards, during the months of December, 2018 through to February 22, 2019.**
- I will not sell any beverages.
- I understand no exclusivity is granted to any vendor for any product.
- I understand that any products not listed in the above Participation Form may not be allowed for sale.
- I will comply with any requirements set by the Italian Association before the set Italian Festival dates by submitting any required paperwork.
- I will set-up my space on Friday February 22nd, from 12:00 PM to 8:00 PM at the at the designated space allotted to me onsite. Security will be provided for the nights of Friday, February 22nd and Saturday, February 23rd. Vendor inventory can be moved to the Booth on Saturday and Sunday morning from 8:00 AM to 10:00 AM. Inventory must be available for Visitors by 11:00 AM, Saturday February 23rd and Sunday February 24th.

My vendor space will be open for business on Saturday February 23rd, 2019 from 11:00 am to 9:00 pm and Sunday February 24th, 2019 from 11:00 am to 5:00 pm.

My Display items will not be taken down until the end of the festival on Sunday February 24th, 2019 at 5:00 pm.

- My space will be left empty and in clean condition by Sunday February 24th, 2019 at 8:00 PM. Unclean areas will be assessed a cleaning fee of up to \$1,000.00 payable to the Italian Association. The fee will be assessed on the basis of the condition of the space.

-I comply with Maricopa County Environmental Services' regulations and no actions undertaken by my business shall constitute a hazard to the health or general well-being of any other person.

-I am responsible for obtaining all necessary State, County and local sales tax licenses as well as collecting and remitting the proper taxing authorities of all sales tax.

-My vendor space will comply with the Scottsdale Fire Department regulations.

-I am responsible for providing and setting up all display inside my space. No displays will be outside of my 10x10 Booth area.

- Although no guarantee is made or implied, the Italian Association will make an effort to promote the vendors participating through various media partners. If requested, vendors will make every effort to assist in TV and Radio spots or other forms of media as needed.

-I understand that the Italian Association does not issue any refunds.

- I hereby acknowledge that I have read, understood and will comply with the terms and conditions as provided in this NON-Consumable Vendor Participation Agreement.

Signature

Date

DEADLINES

- Logo image must be submitted in low resolution (jpg) and high resolution (EPS /AI) to info@italianasociation.org by Friday November 16, 2018.
- Proof of insurance must be submitted to the below address with the minimum of \$1 million general liability by Monday December 17, 2018.
- The submission of the **Participation Form** and **NON-Consumable Vendor Participation Agreement** must be received by the Italian Association at the latest **by November 16th, 2018 with \$300.00 Deposit. See payment instructions here following.**
- **To maintain your space at the Italian Festival, Balance Payment** of the participation fee must be received by the Italian Association at the latest **by Friday January 4th, 2019.**

- **Forms must be mailed, with your check or your CC info, to:**

**Attention Mr. Rao,
Italian Association
8020 E. Gelding Drive,
Suite 108
Scottsdale, AZ, 85260.**

**Checks must be made payable to: ITALIAN ASSOCIATION>
For payments by Credit Card, please fill the following form:**

Name On Credit Card: _____

Credit Card Type and No.: _____

CC Security Code: _____

CC Expiration Date:MM/YY

Address on Credit Card: No. & Street: _____

City, State, ZIP Code: _____

Amount:\$ _____

Dollars: _____

I herewith authorize the Italian Association to charge to my Credit Card the above stated amount:

Signature and Date: _____