

2018 V ITALIAN FESTIVAL

SET-UP: FRIDAY MARCH 23, 2018
FESTIVAL: SATURDAY MARCH 24, SUNDAY MARCH 25.

SCOTTSDALE CIVIC CENTER MALL

3939 N DRINKWATER BLVD. SCOTTSDALE, AZ 85251

CONSUMABLE VENDOR AGREEMENT

SUMMARY

1. Participation Form and Price Chart, page 2.
2. Participation Agreement, page 4.
3. Deadlines, page 6.

2018 V ITALIAN FESTIVAL - PARTICIPATION FORM

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

Products and Price of Products:

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

- \$2000.00 Consumable Vendor space 10x20 (Two 10x10), including one 10 X 10 tent, two tables, two chairs, one umbrella, one light, one 120V electrical outlet.
- \$600.00 additional Consumable space 10x10.
- 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		
220 V Electrical Power Supply	TBD		
Hand Wash Station	TBD		
Refrigeration Unit	TBD		
Range Unit	TBD		
Single Fryer	TBD		
Total			

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

**2018 V ITALIAN FESTIVAL CONSUMABLE VENDORS
PARTICIPATION AGREEMENT
TERMS AND CONDITIONS OF PARTICIPATION**

Requirements to hold Italian Festival Exhibit Space

- Submission of Participation Form indicating the list of needed booth items and options.
- Submission of \$1,000.00 deposit.
- Submission of vendor logo by the end of January 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 including a Maricopa County issued mobile food service permit. For more information visit: <http://www.maricopa.gov/documentcenter/view/5746>.
- 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 March 24, 2018 from 11:00 am to 9:00 pm and Sunday March 25, 2018 from 11:00 am to 5:00 pm. Vendor's participation to whole duration of the festival is required unless agreed otherwise with the Italian Association (I.E. Your Vendor Booth Can not be left unattended during Italian Festival hours).

Operations

- I understand that I will share with the Italian Association 10% of the sales of my products made during the two days of the festival. This is my contribution to support the Italian Association charity mission, the promotion of Italian Culture and the support of the organization of the Italian Festival. The 10% of sales will be collected every day by the Italian Association based on my daily TAX sales report.
- I will have at least one "Sample Food Portion" available for Visitors at the cost of maximum \$2 (E.G. A slice of pizza for that price).
- I will advertise the 2018 V Italian Festival by exhibiting in my Shop and Business the 2018 Italian Festival Poster and by distributing to my customers the Italian Festival Postcards, for the first three months (January to end of March), of 2018.
- I will not sell any beverage.
- I understand no exclusivity is granted to any vendor for any product. I will submit my products list and related sales prices to the Italian Association. The Italian Association will review and approve products and product pricing of participating vendors. In

doing so it may reasonably restrict the sales of certain consumable products for certain vendors or request price changes based on product portion size.

-I understand that any consumable products not listed in the above Participation Form will not be allowed for sale unless approved by the Italian Association.

-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 March 23rd, from 5:00 pm to 9:00 pm at the Civic Center Mall, 3939 North Drinkwater Blvd., Scottsdale, AZ, 85251. Security will be provided for the nights of Friday, March 23rd and Saturday, March 24th. Food can be moved to the Booth on Saturday and Sunday morning from 8:00 AM to 10:00 AM. Food must be available for Visitors by 11:00 AM, Saturday March 24th and Sunday March 25th.

-My vendor space will be up to code for the health and fire inspection by 10:00 AM on Saturday March 24th.

-My vendor space will be open for business on Saturday March 24, 2018 from 11:00 am to 9:00 pm and Sunday March 25, 2018 from 11:00 am to 5:00 pm. Food will be available throughout the whole duration of operation hours.

- My Display items will not be taken down until the end of the festival on Sunday March 25, 2018 at 5:00 pm.

-My space will be left empty and in clean conditions by Sunday March 25, 2018 at 8:00 PM. Unclean areas will be subject to the cleaning fee that the Civic Center will charge 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 to the proper taxing authorities all sales tax.

-My vendor space will comply with the Scottsdale Fire Department regulations including, but not limited to, equipping my space with a fire extinguisher and ensuring all appropriate display materials are flame retardant according to Fire Department Regulations.

-I am responsible for providing and setting up all display inside my space. No displays will be out of my 10x20 Booth area.

-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 Consumable Vendor Participation Agreement.

Signature

Date

DEADLINES

-Logo image must be submitted in low resolution (jpg) and high resolution (EPS /AI) to info@italianassociation.org by Wednesday, January 31 2018.

-Proof of insurance must be submitted to the below address with the minimum of \$1 million general liability by Wednesday, February 28 2018.

-The submission of the Participation Form and Consumable Vendor Participation Agreement must be received by the Italian Association by Wednesday, January 31st, 2018 with \$1,000.00 Deposit. See payment instructions here following.

- Balance Payment of the participation fee must be received by the Italian Association by Wednesday, February 28 2018. Vendor must be current to have access to space set-up.

- 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 maid 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 authorized the Italian Association to charge to my Credit Card the above stated amount:

Signature and Date: _____

For Help Call: 602 418 9788