



# **India Association**

Of Phoenix

P.O BOX 60121, Phoenix, AZ 85082-0121

## **Discover India Festival 2017**

**Saturday, Nov 11, 2017: 11:00 am - 6:00 pm Location Scottsdale Civic Center - 3939 N Drinkwater Blvd Scottsdale, Arizona 85251**

Commercial Non Food Vendor Application

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**Organization/Company Name (Name used in all publicity documents and Sign at the event)**

Owner/Main contact

Alternate Contact Name

Street Address (or Mailing Address)

City State, Zip

Preferred Phone

Alternate phone

Email: \_\_\_\_\_

### **All Commercial Non Food Booths \$400 :**

- 10'x10'tent, 2 tables & 2 chairs
- Ad on the event website [www.discoverindia.us](http://www.discoverindia.us) for 365 days

**Merchandise/Service:** (List the merchandise/service that will be promoted/sold)

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**Contact :**



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### **Vendor Rules and Regulations**

- 1. A non-refundable vendor fee for the full amount must be paid to reserve a booth. The fee includes the set-up and rental of the requested space and furniture.**
2. The event coordinator must approve any alteration to the booth or space location. Vendors may select booth locations on a first come first served basis upon receipt of payment for booth/tables. There will be no changes made once the location of booth has been made unless approved by festival committee. New applications will not be accepted once payments have been received and all available booths have been reserved.
3. India Association reserves the exclusive right to sell water, soda, lassi, coffee, tea, and soft drinks. **Sale of any of these items by any other party is not allowed.**
4. The Festival Committee must preapprove all items displayed and/or sold.
5. The event organizers or City of Scottsdale shall not handle, nor care for, nor 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. Any special requests for a booth location will be taken into consideration but is not guaranteed. Final decision is left to the discretion of the organizers based on a first come basis.
7. Vendors are responsible to follow applicable local, state, Federal, and Discover India Festival Rules & Regulations and to maintain safe working conditions and health code compliance.
8. All vendors are responsible for obtaining their **license with the City of Scottsdale.**
9. Vendors are responsible for the maintenance and clean up of their own area. The facility must be left in the condition it was found. Any clean up assessment by the City of Scottsdale will have to be paid by the vendor.
10. Electricity is provided on a limited number of booths. Only one outlet is available for booths with electricity. Vendors must provide own extension cords as needed. **All wires are to be concealed.**
11. Vendor set up time 7:30 – 9:30 am on the day of event. Take down from: 6:00 – 7:00 pm. Vehicles are allowed on the venue for loading/unloading from 7:30 – 9:30 am & 6:30 – 8:00 pm. only. Vehicles remaining on the premises at any other times will be towed at owner's expense.
12. Riding of any motorized vehicle above the overpass is strictly prohibited. Only golf carts or other smaller vehicles are permitted.
13. Any storage vehicles are to be parked outside the park only.
14. No sale or use of liquor is allowed unless permitted and licensed appropriately.
15. **ESTABLISHMENT PERMIT.** Please refer to the following Website  
<http://www.maricopa.gov/EnvSvc/EnvHealth/SpecProg/SpecEvents.asp>