



ONE COMMUNITY CULTURAL FESTIVAL
VENDOR APPLICATION
SATURDAY, SEPTEMBER 10, 2022
AT STINSON PARK, OMAHA

Application deadline for Vendors is AUGUST 26, 2022. The Inaugural One Community Cultural Festival is Saturday, September 10, from 11:00am to 9:00pm. For more information, email us at NCA.OneCommunity@gmail.com

Applicants submit payment, signed Vendor Application, and insurance certificate. Site of the festival will be at the Stinson Park (Aksarben Village). For more details, visit our website at www.onecommunityculturalfestival.com. Or leave a message at 402-819-3868 for any questions.

INSTRUCTIONS: Provide all information below **clearly** and **legibly** or your application will be returned.

Business Name: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____

E-mail: _____

If PAYMENT is check, then make payable to "Nebraska Chinese Association - OCCF" and mailed to:

Nebraska Chinese Association
8206 Blondo Street
Omaha, NE 68134

If you wish to charge your Vendor Fee with **Credit/Debit Card**, (there will be 4% surcharge on card payments)

Visa / Master Card / Amex ***

Card # _____

Name on Card _____

Exp. Date _____ CSC # _____

Billing Address & Zip _____

Signature: _____

_____ YES, I want to be a VENDOR

The One Community Festival will provide 1 table and 2 chairs to vendors per 10x10 space (2 tables and 4 chairs for 10x20). Vendors will be placed on the grass field of the Stinson Park. **Tents/Canopies and Electricity are not provided** unless you rent them and indicate by checking the box.

Please check which booth applies to you (*early bird price before July 4, 2022, on the left side of the pricing*)

- Arts/Craft (**must** be handmade, 10x10) \$40 / \$50
- Nonprofit - (501c3) : _____ (10x10) \$40 / \$50
- Commercial Vendor(10X10) \$75 / \$100
- Commercial Vendor(10X20) \$150 / \$200
- Food Vendor (10x10) or Food Trucks \$120 / \$150
- Food Vendor (10x20) \$240 / \$300

Please check box below if you need electricity or a canopy.

- 10x10 Tent/Canopy Rental \$165
 - 10x20 Tent/Canopy Rental \$265
 - Electricity - Standard Electrical Package (SEP)
- SEP consists of **one standard 120 volt – 15 amp electrical outlet**. Each SEP will cost \$50. If you need more than one, indicate here. _____ X \$50

Provide description of what you will be providing (or menu):

ALL VENDORS must include a copy of insurance certificate.
All FOOD VENDORS must include a copy of your **Health Department Application**.

_____ I want to buy an ADVERTISEMENT in the official program book (*full color; all vendors are offered 25% off ad prices**)

- Please check the size of your ad:
- | | |
|---|---------|
| | Reg. \$ |
| <input type="checkbox"/> Inside full page | \$1,000 |
| <input type="checkbox"/> Inside ½ page | \$ 500 |
| <input type="checkbox"/> Inside ¼ page | \$ 250 |

Ad MUST be in by August 26, 2022. File format: JPEG, PDF, EPS, at 300 dpi



VENDOR BOOTH RENTAL AGREEMENT

The One Community Cultural Festival Organizing Committee hereinafter referred to as OCCF, permits the vendor listed at the bottom of this agreement, hereinafter referred to as VENDOR to use the Rental Booth facilities for September 10, 2022, in accordance with the following agreement. Please read each box below and initial each, indicating you read, understood, and accept the terms of this agreement:

BEFORE OCF - Initial here _____

1. VENDOR agrees to observe and comply with all existing policies which in any manner affect or relate to the use of the booth space rental.
2. OCCF reserves the right to evict anyone violating any rule outlined herein or violating any other rule or regulation.
3. **VENDOR may not sub-let any portion of the booth rental space, without the prior written consent of OCCFOC.**
4. Refunds for booth space rental cancelation before August 26, 2022, will be at 50% of booth cost. No refunds will be given after August 26, 2022, unless the event is canceled. Weather will not be grounds for refunds, full or partial, unless weather causes cancellation of event. **We cannot guarantee weather conditions or event attendance.** Card payments will incur a 3% surcharge. No refunds will be given if expectations are not met. You alone are responsible for your expenses and losses.
5. Approximately one week prior to the OCCF you will receive the directive for the day's set up and break down procedures.

DURING OCF - Initial here _____

1. Booth spaces are rented for OCCF 2022 only. **Booth Space Rental shall begin at 11:00 AM and end at 9:00 PM on September 10, 2022.**
2. **All vendors must supply their own canopy, unless renting from us. Additional items have an additional cost.**
3. The Booth space must be accepted as assigned. VENDORS are **not permitted to remove and/or relocate** the rental booth from the assigned spot without prior approval of OCCFOC. It is our right to relocate the rental booth should it deem necessary.
4. The VENDOR **may not operate any music device**, such as music equipment, computer, stereo, DJ equipment without obtaining consent from OCCF. Operation of such devices without permission will be result in VENDOR to cease activity.
5. OCCF reserves the right to deny sale or display of objectionable or offensive materials. OCCF may inspect information being distributed or the products being offered for sale by VENDOR and restrict or deny distribution of any item OCCF considers inappropriate.

CLEANING REQUIREMENTS - Initial here _____

1. Cleaning up after yourself after the event is a requirement. There will be trash receptacles for you to dispose of your trash. Do not count on our event volunteers to dispose of your trash and garbage.
2. The VENDOR shall remove its property and **clean up all trash and waste material** in and around the Rental Booth Space by end of day or be charged \$150 for cleaning fee. Site must be left in the same (or better) condition in which you arrived.
3. VENDOR is responsible for losses, damages, and expenses of any kind resulting from the use of the rental space. **Any damage to rental items will result in a charge for damages.**
4. VENDOR shall remove all property and **clean up all trash and waste material** in and around the rental booth space by end of day on the day of the event or be charged a cleaning fee. Site must be left in the same condition as arrival.
5. VENDOR may not vacate the event without first checking out with staff as it may give the appearance of the event concluding even if it is still ongoing.

RIGHTS & RESPONSIBILITIES - Initial here _____

1. This Agreement shall be subject to the applicable laws of Nebraska. Any disputes shall be brought before the courts of Omaha, Nebraska.
2. VENDOR indemnifies and agrees to hold the OCCF, NCA, and any associated agencies affiliated with the festival event and their members, officers, directors, and employees, harmless against any and all liability whatsoever arising from any claim made against OCCF or loss incurred by VENDOR as a result of or in any way arising from, relating to, or connected with the obligations identified within Agreement including loss or liability caused by active negligence, except loss or liability caused by sole negligence or willful conduct. This shall survive any termination of this rental agreement.
3. Vendor understands that they may be photographed or video recorded and you agree to allow photo, video, or film likeness to be used for any legitimate purpose by the organizers.
4. This agreement indicates your willingness to abide by all terms, conditions, and general regulations listed on this document as well as such additional rules and regulations as necessary, provided these do not materially alter the vendor's contractual rights.

Signature _____ Date: _____

Checks are payable to "Nebraska Chinese Association - OCCF." Application deadline is August 26, 2022.

Email to NCA.OneCommunity@gmail.com or mail **1) Payment Check or card info, 2) Completed Application, 3) insurance certificate, and 4) Signed Agreement** to: **Nebraska Chinese Association, 8206 Blondo Street, Omaha, NE 68134**