



ADC ANNUAL OUTDOOR JUNETEENTH FESTIVAL

MONDAY, JUNE 19, 2023 10 AM-3 PM

1425 FERGUSON AVE. PAGEDALE, MO 63133

EMAIL: info@africandiasporacouncil.org PHONE: 314-399-7470

BOOTH RENTAL APPLICATION FORM

The ADC is proud to announce the hosting of our Annual Outdoor Juneteenth Festival! Our mission is to empower all people of African descent to thrive through connection, counsel, and culture. We are hoping that with your help, and the help from all-inclusive communities, we will be able to help rebuild the Global African family, achieve economic prosperity and live in an understanding of our cultural identity. Please, complete this form if you would like to participate. Also, feel free to tell any other craft creators you feel may want to participate in our cultural festival?

Contact Name: _____

Mailing Address: _____

Phone: _____ Email: _____

CHECK/ADD PRODUCTS YOU WILL BE SELLING

- Fine Art Canvas Art Fabric Sculptures Paintings Wood Work Books Pottery Handmade Jewelry
 Clothing Dolls/Toys Cards Ceramics Accessories Leather Goods Candles & Oils Scents Media
 Other

BOOTH RENTAL INFORMATION—\$35.00 FEE W/TABLE & CHAIR \$45.00 FEE (TABLES & CHAIRS ARE LIMITED)

PAYMENTS CAN BE MADE ON LINE @ www.africanDiasporaCouncil.com NO LATER THAN: **JUNE 15, 2023**

CASH CASH APP PAYPAL SQUARE UP

MONEY ORDER—MAKE PAYABLE TO THE AFRICAN DIASPORA COUNCIL. NO PERSONAL CHECKS ACCEPTED.

PAYMENT IN FULL RECEIVED BY: _____ DATE: _____

IMPORTANT! PLEASE SEE REVERSE OF THIS FORM FOR OUR TERMS & CONDITIONS AND SIGNATURE.

TERMS AND CONDITIONS FOR THE AFRICAN DIASPORA COUNCIL (ADC) FESTIVAL BOOTH RENTAL

1. Setup/ Break Down: All Exhibitors must be set up and ready to sell by **10:00 AM** the day of the festival. Exhibitors may begin setting up at **8:00 AM** the day of the Festival. Breakdown of booth no later than **4:00 PM** and must be manned at all times and closed at the official closing time. Sellers are responsible for their selling spaces. *Before leaving, be sure your area is clean and trash-free.
2. Staffing: Exhibitor tables/ booths must be manned at all times and intact until event closes at **3:00 PM**. The ADC is not responsible for merchandise or display materials.
3. Exhibitor Items: Items for sale at the Exhibitor's booth should reflect the values of the ADC. ADC reserves the right to have items removed that are considered not appropriate or simply purchased for resale.
4. Exhibitor Responsibility: Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. The ADC expressly disclaims any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his/her representatives and activities must not detract from the image or welfare of the festival.
5. Exhibitor Spaces: Exhibitor spaces will be first come first served in the vendor designated area. Placement, flow and competition will be taken into consideration to provide the best experience for event attendees. If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands or additional equipment.
6. Acceptance: The ADC reserves the right to decline any application for space if it deems such action to be in the best interest of the Festival.
7. Payment: The full payment is a non-refundable registration fee and is due with the submission of this agreement. This fee will be used to cover advertising and other incidental costs associated with the production of this event.
8. Music: Music will be provided throughout the event to extend to the vendor area.
9. Tables & Chairs: Each Exhibitor must furnish his or her own chairs, tables, stands, tent, signage or canopy, with the exception of the limited supply available for a \$10 rental fee.
10. Exhibitors: It is advised to bring along shims, or blocks of wood to level out the tables to compensate for uneven or un-level ground. All tents and canopies must be secured to the ground using weights/ sand bags, etc., in case of windy weather.
11. Cancellation of space: Application fees are not refundable. The ADC is not liable if weather or other conditions prevent the Exhibitor from attending and fulfilling the contractual obligation as an Exhibitor. No refunds will be made for weather, accident, health or other causes for non-participation.
12. Indemnification: Exhibitor agrees to indemnify and hold harmless the ADC from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Exhibitors at the ADC festival.

13. Special Requests: _____

Applicant's Signature: _____ **Date:** _____

ADC Member's Signature of Approval: _____ **Date:** _____