

# CSULB 42nd Annual Pow Wow Craft Vendor Application and Regulations

The CSULB Pow Wow is on **March 10 and 11, 2012**. The Pow Wow will be held at the upper campus Central Quad.

## VENDING COSTS:

1. Vendor spaces are \$300.00 for one day and \$350.00 for two days for each space. A refundable deposit of \$100 has been included in the vendor fee on the condition that all regulations are complied with and there are no damages. This refund will be mailed approximately one month after powwow because the committee must wait for the university to evaluate the site.
2. **Full payment and complete forms must be received before 5:00 pm on Monday, February 27, 2012, REGARDLESS OF POSTMARK DATE.**
3. **LATE FEE:** A late fee of \$100 will be applicable **after 5pm Monday, February 27, 2012, regardless of postmark date!** The total cost for late applications is \$400 for 1 day and \$450 for two days for each space. Again, a refundable deposit of \$100 has been included.
4. **WALK-ON REGISTRATION FEES:** Same-day, walk-on registration fees are \$500 for one day and \$550 for two days for each space. Again, a refundable deposit of \$100 has been included.

## CONFIRMATION, ASSIGNMENT, REGISTRATION & SET UP:

1. Vendors will receive an emailed confirmation letter once accepted as a vendor. This will be followed by a phone call sometime after Monday, March 5, 2012 to schedule an appointment for registration and set up.
2. Registration and set up will begin Friday, March 9, 2012.
3. Vendors unable to set up Friday may begin setting up on Saturday, March 10 after the Morning Prayer around 7:00 am. **These vendors must register at Parking Lot #8 on Saturday morning. Vendor Registration ends at 9:30 am.** After 9:30 am you must check in at the MC Booth at the Pow Wow.
4. **On Saturday, all vehicles must leave the Pow Wow area by 9:00 am.** However, you may continue to setup after 9:00 am by walking your items from your vehicle in the parking lot to your booth.
5. Spaces are 10 feet by 10 feet with 2 feet between each space. Vendors may not extend their space. Double space is double the price.
6. Vendors must provide their own canopies, tables, chairs, lighting, and power.
7. On the days of the Pow Wow, vendors must display a copy of their Seller's Permit at their booth as per State Franchise Board. You can download an application from their website: <http://www.boe.ca.gov/info/reg.htm>

## PARKING:

1. Only one Parking Pass will be given per Vendor for Parking Lot 8. Additional vehicles must park in Lot 9 or Spectator Lots. *All larger vehicles such as RV's or trailers must park in Lot 9 or 11.*
2. There is no overnight camping.
3. The Executive Pow Wow Committee cannot "fix" any tickets received on campus. Please pay attention to all posted parking regulations. All tickets or fines are your sole responsibility.

## ELECTRICITY/LIGHTS:

1. Using CSULB electricity and/or power supply cancels your vending privileges and your money, along with the deposit of \$100.00, will not be refunded.

## SECURITY & OWNED PROPERTY:

1. There is no security overnight. By signing this vendor application you are holding the State of California, California State Trustees, California State University Long Beach, California State University Long Beach Associated Students, Inc., California State University Long Beach American Indian Student Council/ Pow Wow Committee, and its officers, agents, employees, and volunteers of each of them harmless for any and all theft, vandalism, damage to property or goods, or bodily injuries that may occur to you or your assistants, property, equipment, and goods during the Pow Wow including set-up and take-down of vendor booth.

## RESTRICTIONS ON ALLOWABLE SALE ITEMS:

1. Craft vendors may not sell any type of food or beverage, prepackaged or otherwise, (i.e. candy, sodas, etcetera).

2. **Vendors must be in compliance with the *Indian Arts and Crafts Act of 1990 (P.L. 101-644)*. Vendors misrepresenting goods will lose selling privileges and will be excluded from vending at future Pow wows.**
3. The selling of pipes, sacred herbs and substances, endangered animals or parts, or anything that may be viewed as sacrilegious in nature to any Native American Tribe is completely prohibited.
4. The Executive Pow Wow Committee reserves the right to prohibit vendors from selling or displaying any items, which are disturbing to the attending community at the Pow Wow.

**RULES AND REGULATIONS:**

1. The rules and regulations are set to insure the safety and enjoyment of all participating members of the Pow Wow. *Vendors who fail to comply with any of the following rules will not be refunded their deposit(s).*
2. **NO REFUNDS RAIN OR SHINE**
3. **DO NOT DRIVE ON GRASS!**
4. **DO NOT STAKE DOWN YOUR CANOPY as you may damage water and electrical lines underground!** Vendors will be financially responsible for any damages caused to California State University, Long Beach property.
5. **GENERATORS MUST BE PLACED ON PLYWOOD, NO EXCEPTIONS.**
6. Tampering with State property and vandalism are prohibited. Any cases will be reported to University police for investigation and possible prosecution. In addition, your vending privileges will be null and void and you will be excluded from vending at future annual Pow Wows.
7. By signing the application, you are agreeing to comply with all of the rules and regulations set forth by the Executive Pow Wow Committee. The Executive Pow Wow Committee reserves the right to change any of the rules. All employees of CSULB are excluded from vending. Furthermore, each individual vendor, and/or any of their family members/assistants is responsible for being familiar with these regulations for which no exceptions will be made, regardless of the person's knowledge of said rules.

**HOW TO APPLY:** Fill out and return the Vendor Application below along with your money order. **For first-time applicants only, please include a photocopy of your Seller's Permit and photographs of your items to be sold.**

**American Indian Student Council  
21006 Harvest Ave  
Lakewood, CA 90715**

-----Cut and mail in the bottom portion-----

42nd Annual CSULB Pow Wow Craft Vendor Application  
March 10 and 11, 2012

By signing this vendor application, I agree to comply with regulations set forth by the Executive Pow Wow Committee. **Non-compliance with regulations will result in immediate suspension of my vending privileges without refund of fees.** The Executive Pow Wow Committee reserves the right to change any of the rules. Furthermore, I and my family or assistants are responsible for being familiar with these regulations for which no exceptions will be made regardless of the person's knowledge of said rules. I will not plan to vend at the CSULB Pow Wow unless I receive a letter or a call of confirmation from the Vendor Committee.

Signature of Vendor: \_\_\_\_\_

Print Name of Vendor: \_\_\_\_\_

Tribe enrolled in and Tribal Identification #: \_\_\_\_\_

List of all items to be sold: \_\_\_\_\_

*You may write on the back or attach your own list.*

Mailing Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Email Address: \_\_\_\_\_

One day: \_\_\_\_\_ Both days: \_\_\_\_\_ Number of spaces: \_\_\_\_\_ Money Order amount enclosed: \_\_\_\_\_

**For first-time applicants only, please send a copy of your Seller's Permit and photographs of your items to be sold.**