

CSULB 42nd Annual Pow Wow

Information Booth Application

You are invited to participate as an Information Booth at the CSULB Pow Wow on **March 10 and 11, 2012**.

COST:

1. **Information booths are free.** All information must relate to the American Indian population. You must be part of a non-profit organization.
2. **Information booths cannot seek monetary donations or sell raffles and/or items for fundraising.** If you seek funds, then you must pay the cost of a vending booth.

ASSIGNMENTS:

1. The Pow Wow will take place at upper campus Central Quad.
2. Spaces are 10 feet by 10 feet with 2 feet between each space. Information booth space is limited to 15 and is on a first come first serve basis.
3. First priority assignments of booth space, starting from the perimeter of the arena, are for the exclusive use of fee paying vendor booths - paying vendors always have first priority status.
4. You must provide your own canopies, tables, chairs, lighting and power.

PARKING:

1. Only one Parking Pass will be given per Booth 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.*
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.

CONFIRMATION, REGISTRATION & SET UP:

1. The Organization will receive an emailed confirmation letter once accepted as an Information Booth. 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. Organizations unable to set up Friday may begin setting up on Saturday, March 10 after the Morning Prayer around 7:00 am. **These Organizations must register at Parking Lot #8 on Saturday morning. 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.

ELECTRICITY/LIGHTS:

1. Using CSULB electricity and/or power supply cancels your booth privileges.

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.

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 allowed to participate in future Pow Wows.*

2. **DO NOT DRIVE ON GRASS!**
3. **GENERATORS MUST BE PLACED ON PLYWOOD, NO EXCEPTIONS.**
4. **DO NOT STAKE DOWN YOUR CANOPY as you may damage water and electrical lines underground!**
Organizations will be financially responsible for any damages caused to California State University, Long Beach property.
5. Tampering with State property and vandalism are prohibited. Any cases will be reported to University police for investigation and possible prosecution. Your booth privileges will be null and void and you will be excluded from participating at future Pow Wows.
6. 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 organization, 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 Information Booth Application below to the:

**American Indian Student Council
21006 Harvest Ave
Lakewood, CA 90715
(562) 985-5683 FAX
anzarian@csulb.edu**

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

**42nd Annual CSULB Pow Wow Information Booth Application
March 10 and 11, 2012**

By signing this 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 booth privileges.** 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.

Person Responsible for booth: _____

Organization Representing: _____

Mailing Address: _____

Phone Number: _____ Email Address: _____

1 day _____ 2 days _____

Signature of person agreeing to the terms above: _____

Describe information to be disseminated (attach copies if available):
