**Annual Economic and Cultural Festival of Côte d’Ivoire**

**Vendor Registration Package**

Dear Vendor:

We are pleased to announce the 9th annual Economic and Cultural Festival of Côte d’Ivoire on **Sunday August 5, 2019 from 9:00 am to 10 pm** in downtown Silver Spring at One Veteran Plaza, Silver Spring, Maryland 20910**.**

We invite you to be a vendor at the 2018 Festival which is one of the largest African festivals in the MD/DC area with **over 4,000 people** expected to attendthe celebrations. The Festival will feature music by various artists and dance performances, African and international cuisine, and also a fashion show by some of the best African and Ivorian designers.

This is a great opportunity for vendors and we encourage you to showcase your business to the large audience at the Festival.

**The festival is FREE to the Public.**

**VENDOR FEES BELOW ARE PAYABLE BY MONEY ORDER TO: LA MAIN TENDUE-THE REACH OUT HAND** (bring your own 10x10 tent, table & chairs)

**FOOD: $300**

**RETAIL/MERCHANDISE: $200**

**SNACK/INFORMATION: $150**

DATE: **Sunday August 5, 2018**

TIME: **9:00 am – 10:00 pm**

VENUE: **1 Veterans Plaza, Silver Spring, MD 20910**

**First come first served, we encourage early registration.**

Complete the vendor agreement and registration form and mail with payment by money order to: **La Main Tendue – The Reach Out Hand** by July 23, 2018 at **12416 Loft Lane, Silver Spring, MD 20904**.

We look forward to working with you on this event. Please feel free to contact us with any questions.

Ms. Aby Toure - Cell: 301 356 5040 -- Email: [toureaby@yahoo.com](mailto:toureaby@yahoo.com)

Ms. Lily Hayford - Cell: 240 441 5937 -- Email: [lhayful@yahoo.com](mailto:lhayful@yahoo.com)

Ms. Pepita Kragbe - Cell: 301 404 4484 -- Email: [kahatou@hotmail.com](mailto:kahatou@hotmail.com)



**VENDOR AGREEMENT AND REGISTRATION**

**(PLEASE MAIL THIS AGREEMENT AND REGISTRATION FORM WITH PAYMENT)**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ enter into this Agreement with **La Main Tendue – The Reach Out Hand** and agree to the following:

1. Vendor agrees to participate as a vendor at the Economic and Cultural Festival of Cote d’Ivoire.

2. **La Main Tendue – The Reach Out Hand** agrees to provide vendor with space for exhibition on Sunday, August 4, 2019 at the Economic and Cultural Festival **however vendor will provide his/her own tent, tables and chairs.**

3. Vendor agrees to pay the amount of $\_\_\_\_\_\_\_\_\_\_ for exhibition space payable by money order to: **La Main Tendue – The Reach Out Hand**, before the day of the Festival by **Tuesday, July 23**.

4. Exhibition hours at the Festival are on Sunday, August 5 from 9 a.m. to 10 p.m.Vendor agrees to dismantle his/her display and move his/her properties from the exhibition area no later than 10 p.m. on Sunday.

5. Vendor understands and agrees that **La Main Tendue – The Reach Out Hand** and its sponsors are not responsible for loss of, or damage to goods or property of exhibitors or personal injuries to the Exhibitors and/or its’ employees.

6. Vendor will not be allowed on the grounds unless fees are paid in full or for any other reasons deemed appropriate by the Festival Committee.

7. Vendor cannot sell any **Alcoholic Beverages**.

8. Exhibitor agrees to abide by all instructions given by designated Festival committee and vend only in the assigned area. Exhibitor warrants that it will obey all rules, regulations and laws of the State of Maryland.

9. Vendor agrees that any violations of regulations, in relation to this agreement will result in immediate termination of the Agreement and vendor will be removed from the Festival area. In case of vendor removal, all fees are forfeited.

10. Vendor understands that all fees are non-refundable after **July 29, 2019.**

11. Food vendors are responsible for acquiring all necessary food service permits. Food inspectors will be on the premises during the Festival. All exhibits must clearly post all prices.

12. Vendors must clean up their space at the end of the day, leaving no hazardous materials on the exhibition site.

**I UNDERSTAND AND AGREE TO ALL TERMS CONTAINED IN THIS AGREEMENT.**

Vendor’s Name Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Registration Form**

Company/Organization Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount paid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address, City & Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Departure Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Person (s) manning the booth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell phone# during the Festival \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Registration Forms must be completed and mailed with money order to 12416 Loft Lane, Silver Spring, MD 20904.**

Make money orders payable to: La Main Tendue – The Reach Out Hand.