



Thank you for your interest in participating in the **12th Annual Masik Tas Celebration**, vending dates will be **December 13-15, 2019**; in the Ak-Chin Indian Community. Please read through all of the information carefully and let us know if you have any questions.

Vendor placement will be determined based on unique set up and booth space footprint. Due to space limitations and number of vendors, all spots will be pre-assigned and cannot be changed. Upon check-in, you will receive your location and signed vendor permit. Check-in will be open from 8:00 a.m. - 7:00 p.m. on Thursday, December 12 for vendor set up.

Please review this submission checklist (below) before sending in your application and any applicable fees:

SUBMISSION CHECKLIST

- Complete and sign Vendor Form
- Applicable fees (cash or money orders only)
- Review and sign Temporary Food Establishment Guidelines
- Diagram or photo of booth space and generator (if applicable), product items (menu), other set up details and/or decor

VENDOR DEADLINE - Wednesday, Nov. 27 at 5:00 p.m.

Application is not considered complete until payment is submitted in full, in person. Vendor Information Packets will be emailed (mailed for those without email) to those paid vendors 1-week prior to the event. Parking & load-in details will be included.

If you have any questions concerning this application, contact Ak-Chin Indian Community Events at (520) 568-1045 or events@ak-chin.nsn.us.

We look forward to having you as a part of our celebration this year!!

Respectfully,

Community Events Staff
Ak-Chin Indian Community

BOOTH LAYOUT & MENU

In order to properly assign your booth space, you must submit a photo of your booth layout along with your generator size (if applicable), and a detailed sketch including dimensions and designated cooking/prep and serving areas, etc. (Your booth space should include a canopy, cooking/ prep areas, hand washing station, storage and generator space needed for those providing their own power). Please also include your menu below, a complete list of items for sale with pricing must be submitted with your application (use separate paper for complete list if more than the space provided).

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RULES & REGULATIONS (CONTINUED)

SETUP AND BREAKDOWN: All vendor booths should be set-up and ready for inspection by 10am on Friday, December 13.; **NO EXCEPTIONS!** Set-up times will be: Thursday, December 12: 8am-7pm and Friday, December 13: 6am-8am. An Events staff member will be on-site to assist you in locating your booth space as well as addressing special needs that you may have throughout the event. Due to security policies, no booths or structures may be left unattended at any time. All vendors must remain operating on-site during event hours. ****Please note Rodeo vendor hours vary. Rodeo Vendors must be set up by 2pm, Thursday, Dec. 12 and ready for inspection by 4pm. Rodeo Vendors must be available to provide vending starting at 8am Friday, 12pm (8am Slack) Saturday, and 12pm (8am Slack) Sunday. ****

Daily Event Hours:

Friday, Dec. 13: 4pm-10pm | Saturday, Dec. 14: 10am-10pm | Sunday, Dec. 15: 10am-7pm

SECURITY: Overnight security will be provided for roaming sweeps through premises, although Ak-Chin Indian Community, its Enterprises, employees/volunteers and/ or affiliates; assumes no responsibility for lost, stolen or damaged equipment.

FIRE AND SAFETY: You must obey all fire codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety. You must not nail, staple or otherwise affix anything to walls, the ground or any part of the vendor area. You are required to be equipped with a 2A10BC fire extinguisher. If cooking with open flame, grease, or oil you are required to have a K-rated fire extinguishers. All equipment will be inspected for proper charge.

ALCOHOLIC BEVERAGES: State law prohibits the consumption of all alcoholic beverages while an employee is on duty. No alcoholic beverages will be allowed in the confines of the event except in designated areas. Food vendors are prohibited from selling and serving alcoholic beverages.

WASTE AND CLEANUP: Please keep the area around your booth clean and safe from safety hazards/risks. At the conclusion of your day, please clean up area around booth, dispose of trash/grease in proper receptacles and remove all personal items/equipment. Trashcans, recycling receptacles and dumpsters will be provided at the event site. A fair cleaning fee will be assessed to any vendors that don't take reasonable care of their assigned areas. If you are a food vendor, grease traps and gray water tanks will be made available. Please utilize the proper container for each item. All vendor equipment must be removed from event site by 11:30pm after the event ends. Any equipment left overnight will be disposed of and a cleaning fee may be assessed.

PARKING AND ENTRY INFORMATION: Parking and load-in information will be provided in the Vendor Information packet which will be distributed via email 1 week prior to event. Additional passes may be requested but are not guaranteed. There will be a dedicated vendor entry that will be accessible to vendors before, during and after vending hours for no more than two hours before open and after close. No vehicle traffic will be allowed during event operations the Dec. 13-15, vendors are encouraged to use carts/dollies for transporting supplies.

RULES & REGULATIONS (CONT.)

CANCELLATIONS AND REFUNDS: If vendor cancels before November 27, 2019; by 5:00 p.m.; they will receive 50% of the paid fee back. No refunds will be given for any cancellation after 5:00 p.m. on November 27, 2019.

INCLEMENT WEATHER: No refunds will be given due to inclement weather or any other unforeseen act of nature; the event will occur rain or shine.

AMPLIFIED SOUND: By completing, signing and returning this form; vendor agrees that they may not produce additional amplified sound from your booth display. The on-site contact and the contact person(s) on this application will be held responsible for relaying this rule to your on-site staff. **THIS POLICY WILL BE STRICTLY ENFORCED.**

WATER: Direct hook up to water WILL NOT be available; however, access to potable water will be available. Vendor will need to provide a means to transport needed water to vendor location.

BOOTH SIGNAGE: Booth signage must be uniform, clean and/or professionally printed. Pole banner sign height may not exceed 10 feet tall. If signage is not uniform or does not follow regulations, the vendor will be asked to remove or re-adjust signage to meet requirements.

ICE: Ice will be available for purchase on-site in 40# bags (\$6/each).

PETS: No pets allowed, except Service Animals with proper Certification Paperwork.

Overnight Accommodations: Harrah's Ak-Chin Hotel and Casino-(480) 802-5000.
**Reservations are recommended*

On-site registrations will be accepted, ONLY if there is available space; NO GUARANTEES. Pre-paid vendors will have dedicated spots if paid by November 27.

****No Drugs/Alcohol allowed within the Event area not designated for alcohol, NO EXCEPTIONS!!****
****The event does not guarantee revenue for vendors.****

****Ak-Chin Indian Community reserves the final and absolute right to interpret its rules and to settle and determine all matters, questions, or differences in regard thereto or otherwise arising out, connected with or incident to, the Masik Tas Celebration. Management further reserves the right to determine unforeseen matters not covered by these rules by amending or adding onto these rules as in its judgment it may determined necessary. ****

PAYMENT

Only CASH or BANK ISSUED certified money orders will be accepted.

REMIT PAYMENT IN PERSON TO:

Ak-Chin Community Events Department
42507 W. Peters & Nall Rd.
Maricopa, AZ 85138

TOTAL DUE \$ _____



Hold Harmless

The Vendor hereby agrees to the following:

- Observe the rules and regulations of the Ak-Chin Indian Community as established by the Ak-Chin Tribal Council;
- Indemnify and hold harmless the Ak-Chin Indian Community, volunteers, sponsors, and any affiliations from any damages, loss of property and/or claim or injuries that may arise; Read/agree to the Vendor/Arts & Crafts Guidelines;
- Leave the grounds in clean condition before leaving the premises;
- I (we) also give permission to use photographs, video and other representations while being part of the Ak-Chin Masik Tas for promotional and non-commercial purposes of the Ak-Chin Indian Community and/or it's enterprises;
- Ak-Chin Indian Community, Ak-Chin Employees, Ak-Chin Volunteers and/or it's enterprises; assume no responsibility for any property stored on premises. Vendor accepts total responsibility for the booth and the security/safety of their items;

Acknowledgment/Signature

I, _____, have read and agree to abide by the rules and regulations of the Ak-Chin Masik Tas Celebration. I further acknowledge that by submitting this application and respective fees, I am not guaranteed acceptance into the event.

Signature of Responsible Party (Required)

Date

THANK YOU!!

FOR INTERNAL USE ONLY:

PAYMENT IN FULL - YES/NO _____

Staff Signature _____

Date Received _____