



The 37th Annual
Stanford Powwow

May 9 - 11
2008

VENDOR APPLICATION REQUIREMENTS

Incomplete/Late Applications (including payments) will NOT be considered.
Applications must be sent by the noted postmark date with the following documents
and payments to be processed:

- A \$25 Application Processing Fee
- Completed Application with appropriate information
- A Booth Fee Check made out to "SAIO Powwow" with designated amount

Postmark Deadline: January 31, 2008

Notification of Acceptance: March 1, 2008

All Booth Committee decisions are final!

Mail completed application to: 37th Annual Stanford Powwow
Attn: Booth Committee
P.O. Box 20090
Stanford, CA 94309

BOOTH FEES

Required Application Fee	\$25.00
Single Space Arts/Crafts (10ft wide x 15ft deep)	\$400.00*
Double Space Arts/Crafts (20ft wide x 15ft deep)	\$800.00*
Single Space Food (10ft wide x 15ft deep)	\$900.00**
Non-Profit Informational (10ft wide x 15ft deep)	\$100.00

* Arts and Crafts Booth Fee includes a mandatory electricity fee.

Power will be provided for Arts and Crafts Booths.

** Food Booths must bring their OWN generator. Power will not be provided.

VENDOR REQUIREMENTS

- Each vendor must have a current California Seller's Permit by April 14, 2007. For more information contact the California State Board of Equalization at (408)-277-1231 or (800)-400-7115. Or visit the website <http://www.boe.ca.gov>
- Each food vendor is required to have a Santa Clara County Health Permit and provide a total of \$100 in meals over the three-day weekend to help cater to our Powwow Head Staff.
- All accepted vendors will receive more information along with their acceptance letter in March.

<i>For Official Use Only</i>		
Application #:	Date Received:	Type:
<i>Completed []</i>	<i>Followed Up []</i>	<i>Accepted []</i>



GENERAL INFORMATION

<u>Booth Type (please check one):</u> <input type="checkbox"/> Arts/Crafts Single <input type="checkbox"/> Arts/Crafts Double <input type="checkbox"/> Food <input type="checkbox"/> Information <p style="text-align: center;"><u>Booth Payment Enclosed []</u></p>	
<u>Booth Name (as we should list in the program):</u> 	
<u>Contact Name(s) (for notification purposes):</u> 	
<u>Mailing Address (for further materials):</u> 	
<u>Phone Number:</u> 	<u>Fax Number:</u>
<u>E-mail Address (and website if available):</u> 	
<u>Tribal Affiliation(s):</u> 	
<u>Do you have any special needs? (i.e. wheel chairs, etc, for assessing the booth location assignments on the powwow grounds layout):</u> 	

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VENDOR APPLICATION

*Your answer may be a determining factor in your application,
so please feel free to attach extra sheets if necessary.*

What ways do you as an artist or vendor contribute to the Native American Community? How would the presence of your booth add to the 37th Annual Stanford Powwow?

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What has been your participation in the Stanford Powwow before? Have you ever applied or been a vendor in previous years?

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Please attach a separate piece of paper describing the items to be sold/displayed and a price list if applicable.

Arts & Crafts Vendors: Please include several close-up photos and a written description of the artwork that you intend to sell and a price list. Are you an artist selling your own work? [] yes [] no

Food Vendors: Please send a copy of your menu, including a description of the dishes you serve and a price list.

Information Booths: Please describe the information or the service to be provided and send samples of any information you wish to distribute.

***The 36th Annual Stanford Powwow Vendor Application
Post Mark Deadline January 31, 2008***

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FEES & PERMITS

*Please Send 2 Separate Checks/Money Orders for the Application and Booth Fee.
Make payable to "SAIO Powwow"*

<i>Application Fee \$25-</i> <i>one check/money order payable to "SAIO Powwow"</i> <i>(All applicants are required to pay. This check will be cashed when received. No refund option is available)</i>
<i>Method of Payment (please check one and list the number):</i> <input type="checkbox"/> Money Order _____ <input type="checkbox"/> Check _____

<i>Booth Fee-</i> <i>one check/money order payable to "SAIO Powwow"</i> <i>(All applicants are required to send a method of payment that will be applicable to their specific booth type. Checks will not be cashed until all accepted parties are notified. If an applicant is not accepted to this year's powwow the check will be returned in full)</i>
<i>Booth Type and Fee (please check the appropriate fee):</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> \$400.00 Arts & Crafts Booth Single Space (10 feet wide by 15 feet deep) </div> <div style="width: 45%;"> <input type="checkbox"/> \$900.000 Food Booth Single Space (10 feet wide by 15 feet deep) </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <input type="checkbox"/> \$800.000 Arts & Crafts Booth Double Space (20 feet wide by 15 feet deep) </div> <div style="width: 45%;"> <input type="checkbox"/> \$100.000 Informational Booth Single Space (10 feet wide by 15 feet deep) </div> </div>
<i>Method of Payment (please check one and list the number):</i> <input type="checkbox"/> Money Order _____ <input type="checkbox"/> Check _____

<i>Permits- if available please photocopy and attach (Info booths are exempt)</i>	
<u>CA Sellers Permit-</u> <i>Needed by:</i> <i>Arts & Crafts and Food Vendors</i> <i>California State Board of Equalization</i> http://www.boe.ca.gov <i>(408)-277-1231 or (800)-400-7115</i> <i>Permit #:</i> _____ <i>Expiration Date:</i> _____	<u>Environmental Health Permit-</u> <i>Needed by:</i> <i>Food Vendors</i> <i>Santa Clara County</i> <i>Department of Environmental Health</i> http://www.sccgov.org/portal/site/scc <i>(408)-918-3400</i> <i>Permit #:</i> _____

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