



INTERNATIONAL FESTIVAL APPLICATION

Lakewood Sister Cities Association

2011 International Festival

September 24, 2011

11:30 am- 5:30 pm

Sharon McGavick Student Center

Clover Park Technical College

4500 Steilacoom Blvd. SW, Lakewood, WA 98499



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Lakewood Sister Cities Association (LSCA) promotes diplomacy and peace through people-to-people connections and strong international ties. This year, LSCA celebrates its 12th Annual International Festival, to be held September 24, 2011, in the Sharon McGavick Student Center at Clover Park Technical College.

LSCA is recruiting entertainers, arts and crafts vendors and international food providers to participate in this family event. **This form serves as application for any type of festival participant – entertainer, arts and crafts, food vendors or service agency/non-profits.**

Please fill out and return this application by **August 12, 2011**, to be considered to participate in this family event held to celebrate the international heritage of one of Washington State's most diverse cities – Lakewood.

Type of Participation

See notes below for entertainers and vendors. Service agency and non-profit associations wishing to have an informational booth with no sales may fill out the information requested below, read and sign the agreement, and return to Lakewood Sister Cities Association.

Entertainer

Food Vendor

Fee: \$100 one (1) booth; \$200 two (2) booths

Public Market Vendor

Fee: \$75 one (1) booth; \$140 two (2) booths

Arts / Crafts Vendor

Fee: \$50 one (1) booth; \$100 two (2) booths

Service Agency / Non-Profit Association Free if no sales are made.

Name of Group/Organization: _____

Contact Person: _____

Street Address: _____

City, State, ZIP: _____

Telephone: _____ Cell: _____

Email: _____



Entertainer

Title of Performance: _____

Preferred time of performance. Every effort will be made to accommodate your preference, although it is not guaranteed. Each performance is allowed 20-30 minutes for performance on stage (time to be determined by type of performance). Entertainment hours are 12:00 AM – 4:30 PM.

1st Choice performance time: _____

2nd Choice performance time: _____

3rd Choice performance time: _____

Equipment needs.

Number/type of microphones: _____

Entertainers are responsible to provide all other equipment, e.g. cassette or CD player, music stands, or other technical / equipment or support staff for your performance.

Performances will be paid based on negotiated fee from past performance.

Please indicate if you are willing to donate part of that fee. \$ _____

Public Market Vendor

This space requires no arts and craft activity and has merchandise for sale to the general public.

Description of product(s) for sale: _____

Concession space needs.

The booth space is 8' x 10'. Spaces are limited. Early registration and payment is suggested to reserve a space.

- 1 booth @ \$75
- 2 booths @ \$140
- Number of standard tables.
- Number of chairs
- Electrical power. Bring your own extension cords.

\$ _____ Total amount due to the Lakewood Sister Cities Association.
Include a check made payable to LSCA with this application form.

Arts and Crafts

This booth space requires some arts or craft activity to be demonstrated or shared with the attendees. It may or may not have merchandise for sale.

Description of product(s) for sale: _____

Concession space needs.

The booth space is 8' x 10'. Spaces are limited. Early registration and payment is suggested to reserve a space.

- 1 booth @ \$50
- 2 booths @ \$90
- Number of standard tables.
- Number of chairs
- Electrical power. Bring your own extension cords.

\$ _____ Total amount due to the Lakewood Sister Cities Association.
Include a check made payable to LSCA with this application form.



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Food Vendor

Food vendors, if outside, must provide your own generator for power, shelter, and water. **All food vendors must have a Pierce County Health Department permit and follow all health department guidelines. You must display your health permit and food handling cards in your booth.**

Vendors must comply with all health, electrical and fire regulations. More information on fire code requirements, how they may affect you, etc., please contact the Lakewood Fire District at 253-582-4600.

By signing this application, I agree to hold the Lakewood Sister Cities Association, City of Lakewood and Clover Park Technical College harmless for any liability, including product liability caused by any products, materials, equipment and other products and materials used from any cause whatsoever, including any actions of the food vendor and food service workers whatsoever, before, during and after the International Festival 2011.

Concession space needs.

The booth space is 8' x 10'. Spaces are limited. Early registration and payment is suggested to reserve a space.

- 1 booth @ \$ 100 for one booth & two (2) standard tables
- 2 booths @ \$200 for two booth spaces and four (4) tables

- YES NO electrical power needed (Bring your own extension cord.)

\$ _____ **Total amount due to the Lakewood Sister Cities Association.**
Include a check made payable to LSCA with this application form.

Agreement

Requests are on a first-come, first-served basis. Requests for space made less than one month prior to festival date may not be able to be filled and may not be noted on the official festival program. All selected participants will receive written confirmation and information about their assigned space or performance time no later than **September 1, 2011**. If space or performance times are filled when your application and payment are received, we will contact you immediately to determine alternate accommodations or your check will be returned to you.

Set up will be from 9:00 - 11:00 am, Saturday, September 24, 2011, at Sharon McGavick Student Center, Clover Park Technical College, 4500 Steilacoom Blvd SW, Lakewood WA, 98499.

The Lakewood Sister Cities Association is a non-profit organization. The annual festival is offered free to the public. Funds raised during the festival are used to conduct year-long educational, cultural, trade and tourism programs on behalf of the people throughout the Puget Sound region. Your recognition and support of the LSCA programs and activities are greatly appreciated.

By submitting this application, I agree to hold the Lakewood Sister Cities Association, City of Lakewood and Clover Park Technical College harmless for any loss or damage to the equipment, materials, products and other related materials used for any cause whatsoever during or while in transit to and from the LSCA International Festival 2010.

I assume all risks and hazards incidental to such participation including any damage or loss to myself, my employees/volunteers, my booth and/or my inventory. I hereby waive, release, absolve, indemnify and agree to hold harmless the City of Lakewood, the Lakewood Sister Cities Association and Clover Park Technical College, event partners, supervisors, staff and volunteers for any claim arising from injury to myself, my staff/volunteers and/or my belongings.

Furthermore, in case of any emergency, and I should require medical attention, I give permission for a Lakewood Sister Cities Association representative, or the representative's designee, to secure the emergency medical attention required. Any direction to the contrary should be attached to this form



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and signed. I agree that pictures taken during the program hours may be used for promotional purposes.

Type or Print Applicant's Name

Type or Print Name of Organization

Signature of Applicant

Date

Return this form with your payment.

Make your check payable to *Lakewood Sister Cities Association or LSCA*.

Fill out, make copy for your files, and submit original form by August 12th to:

**Lakewood Sister Cities Assoc.
c/o International Festival
P. O. Box 97294
Lakewood, WA 98498**

Festival Contact: Connie Coleman-Lacadie, 253.906.1346, cjlacadie@aol.com

Festival Coordinator: Ann E. Joy, 253.282.9866, annjoy7501@comcast.net

Media/PR Coordinator: Toni Blackwood, 410.588.9784, ifestival2010@gmail.com