This is the first year Lakewood Sister Cities Association (LSCA) and the ArtsFest Committee are collaborating to provide the City of Lakewood and the Puget Sound area with an outstanding promotion of international culture and the arts. We hope you will participate and help us make this a successful event.

The International Festival and the ArtsFest will be held April 25—27, 2014, at Pierce College Fort Steilacoom, to celebrate the international heritage and the diverse artwork of one of Washington State’s most diverse cities – Lakewood.

We are recruiting entertainers, arts and crafts and international food vendors to participate in this family event on April 26, April 27 or both dates. This form serves as application for any type of festival participant – entertainer, arts and crafts, food vendors, service agencies, non-profits, public market and local businesses.

Please fill out and return this application by March 27, 2014.

**Types of Participation/Fees**

**Food Vendor**
- Fee (1 day) $75 one (1) table; $125 two (2) tables
- Fee (2 days) $100 for one (1) table; $175 two (2) tables

**Public Market Vendor**
- Fee (1 day) $50 one (1) table; $100 two (2) tables
- Fee (2 days) $75 one (1) table; $150 two (2) tables

**Arts/Crafts Vendor**
- Fee (1 day) $50 one (1) table; $100 two (2) tables
- Fee (2 days) $75 one (1) table; $150 two (2) tables

**Service Agency/Non-Profit Association**
- FREE if NO sales are made.
VENDOR APPLICATION

2014 International Festival & ArtsFest Celebration

April 25 – 27, 2014
Pierce College Fort Steilacoom
Farwest Drive SW, Lakewood, WA 98498

Public Market Vendor

This space is for vendors with merchandise for sale to the general public. It is not for arts and craft activity.

Please provide a short description of product(s) for sale:

Do you want to participate on April 26, April 27 or both dates?
Please annotate your space and/or power needs using the table below as your guide:

The space can accommodate one or two 5’ table. Spaces are limited. Early registration and payment are highly encouraged to reserve your space.

1 table w/2 chairs @ $50/$75
2 tables w/2 chairs @ $100/$150
Do you require power? Y/N
If so, bring your own extension cords.

Enclosed is my payment of $ _____ Total amount due
Please make check payable to LSCA and submit with this application.
Make a copy for your files and send Original to:
Lakewood Sister Cities Association, International Festival, PO Box 97294, Lakewood, WA 98498

If you want to pay with Visa or Mastercard please contact:
Crystal Wolf at 253.444.8766

Please return this application with payment by March 27, 2014.
# VENDOR APPLICATION

## 2014 International Festival & ArtsFest Celebration

**April 25 – 27, 2014**  
Pierce College Fort Steilacoom  
Farwest Drive SW, Lakewood, WA 98498

<table>
<thead>
<tr>
<th><strong>Public Market Vendor</strong></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Agreement to be signed by all vendors &amp; entertainers</td>
<td></td>
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</tbody>
</table>

**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 **April 10, 2014**. If space and/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 times will be annotated in your confirmation letter and/or email.**

*The Lakewood Sister Cities Association and ArtsFest Committee are non-profit organizations. The event is FREE to the public. Funds raised during the festival are used to conduct year-long educational and cultural programs. Your recognition and support of these programs and activities are greatly appreciated.*

By submitting this application, I agree to hold the Lakewood Sister Cities Association, ArtsFest Committee, City of Lakewood and Pierce College Fort Steilacoom 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 2014 International Festival & ArtsFest Celebration.

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, the ArtsFest Committee and Pierce Community 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 is signed by Applicant and attached to this form. I agree that pictures taken during the program hours may be used for promotional purposes.

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**Type or Print Name of Organization**

**Type or Print Applicant's Name**

**Signature of Applicant**

**Date**
Service Agency/Non-Profit Vendor

This space is for vendors with information to share with the general public. It is not for vendors with products to sell.

Please provide a short description of informational product(s):

Do you want to participate on April 26, April 27 or both dates?

Please annotate your space and/or power needs using the table below as your guide:

The space can accommodate one or two 5’ table. Spaces are limited. Early registration and payment are highly encouraged to reserve your space.

1 table w/2 chairs     2 tables w/2 chairs
Do you require power? Y/N If so, bring your own extension cords.

If you have questions please call Crystal Wolf, Event Coordinator, at 253.444.8766.

Please return this application by March 27, 2014.
VENDOR APPLICATION

2014 International Festival & ArtsFest Celebration

April 25 – 27, 2014
Pierce College Fort Steilacoom
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Service Agency/Non-Profit Vendor

Agreement to be signed by all vendors & entertainers

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Type or Print Name of Organization

______________________________

Type or Print Applicant's Name

______________________________

Signature of Applicant Date
Arts and Crafts Vendor

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

Please provide a short description of arts and craft activity to be demonstrated and/or product(s) for sale:

Do you want to participate on April 26, April 27 or both dates?

Please annotate your space and/or power needs using the table below as your guide:

The space can accommodate one or two 5’ table. Spaces are limited. Early registration and payment are highly encouraged to reserve your space.

- 1 table w/2 chairs @ $50/$75
- 2 tables w/2 chairs @ $100/$150

Do you require power? Y/N If so, bring your own extension cords.

Enclosed is my payment of $ _____ Total amount due

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VENDOR APPLICATION

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Arts & Crafts Vendor
Agreement to be signed by all vendors & entertainers

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Type or Print Name of Organization

______________________________________________
Type or Print Applicant's Name

______________________________________________                    ______________________________
Signature of Applicant                                                                                Date
**VENDOR APPLICATION**

**2014 International Festival &ArtsFest Celebration**

April 25 – 27, 2014
Pierce College Fort Steilacoom
Farwest Drive SW, Lakewood, WA 98498

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**Food Vendor**

Food vendors, if outside, must provide own generator for power, shelter, and water. If you are located inside, please annotate your space and/or power needs using the table below as your guide:

The space can accommodate one or two 5’ table. Spaces are limited. Early registration and payment are highly encouraged to reserve your space.

- 2 tables w/2 chairs @ $75/$100
- 4 tables w/2 chairs @ $125/175

Do you require power? Y/N If so, bring your own extension cords.

Do you want to participate on April 26, April 27 or both dates?

Please provide a short description of food to be served for sale:

Enclosed is my payment of $ _____ Total amount due

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Make a copy for your files and send Original to:

Lakewood Sister Cities Association, International Festival,
PO Box 97294, Lakewood, WA 98498

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Crystal Wolf, Event Coordinator, at 253.444.8766

Please return this application with payment by March 27, 2014.

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. For more information on fire code requirements, etc., please contact the West Pierce Fire District at 253-582-4600.
VENDOR APPLICATION

2014 International Festival & ArtsFest Celebration

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Food Vendor

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______________________________________________
Type or Print Name of Organization

______________________________________________
Type or Print Applicant's Name

______________________________________________                    ______________________________
Signature of Applicant                                                                                Date
Entertainment Contract

Title/Description of Performance:

Preferred time of performance. Every effort will be made to accommodate your preference, although it is not guaranteed. Each performance will be allowed 20 minutes for performance on stage (time may be adjusted based on type of performance). Entertainment hours are 12:00 – 4:30 p.m.

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 performance.

Performances will be paid based on negotiated fee when contacted by Entertainment Scheduler.

All fees will be paid within one week of Performance. Please annotate the following information:
Payment made out to: __________________________
Mail to (complete mailing address):

Please return this application by March 27, 2014.
VENDOR APPLICATION
2014 International Festival & ArtsFest Celebration
April 25 – 27, 2014
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Entertainment Point of Contact
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Type or Print Name of Organization

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Type or Print Applicant's Name

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Signature of Applicant

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Date