



ASU Pow Wow Committee
Post Office Box 11943, Tempe, AZ 85284
asupowow@gmail.com
powwow.asu.edu

Greetings Vendor,

The ASU Pow Wow Committee is busy preparing for the 31st Annual Pow Wow at ASU and pleased that you are interested in exhibiting your arts and crafts at this event. As always, the pow wow is expected to attract over 10,000 spectators, dancers, and singers from all over the United States and Canada.

As the Pow Wow at ASU has become very popular, we will only allow Native American artists with at least ¼ Indian blood to exhibit at this event. Proof of enrollment is required of all vendors and ALL items must be hand-made and of Native American origin.

We hope that you will join us on April 21, 22, 23, 2017, for the Pow Wow at ASU. Attached to this letter is an application packet with all pertinent information. For early discounted rates, the application, agreement and payment must be postmarked by APRIL 1, 2017. After this date, vendor fees will increase. We will have an online application available where payment can be made via PayPal. The online application can be accessed on our website: powwow.asu.edu. Please note the changes in this year's application. We will only offer two options for set up dates: three day set-up (Friday, Saturday & Sunday) or two day set-up (Saturday & Sunday). We no longer offer single day set-up. We have also changed the vendor space dimensions to 10 feet by 12 feet.

If you have any questions, please email the Vendor Coordinator at asupwvendors@gmail.com.

Sincerely,

ASU Pow Wow Committee

31st Annual Pow Wow at ASU

April 21, 22, 23, 2017

Schedule of Events

Friday, April 21, 2017

10:00 am	Vendor registration and set-up for applications received by 4/1/17
12:00 noon	Registration and set-up for Walk in Vendors and applications received after 4/1/17
3:00 pm	Dancer and Singing Contest Registration opens
5:30 pm	Gourd Dance, first session
7:00 pm	Grand Entry #1
	Intertribals and Contest Dancing
11:30 pm	Closing for the night

Saturday, April 22, 2017

9:00 am	Vendor registration and set-up
11:30 am	Gourd Dance Session # 2
1:00 pm	Grand Entry #2
	Intertribals and Contest Dancing
5:30 pm	Gourd Dance Session # 3
7:00 pm	Tiny Tots Pow Wow
7 :30 pm	Grand Entry #3
	Intertribals and Contest dancing
12:00 midnight	Closing for the night

Sunday, April 23, 2017

11:30 am	Gourd Dance Session #4
1:00 pm	Grand Entry #4
	Intertribals and Contest Dancing
5:00 pm	Presentation of Awards
6:00 pm	Closing Song

31st Annual Pow Wow at ASU Vendor Application and Regulations

April 21, 21, 23, 2017

VENDING COSTS:

1. Full payment and complete application must be postmarked by April 1, 2017 for the discounted early rate.
2. Please do not submit mail-in application/fee after April 15, 2017.
3. Online vendor application and credit card payment will be available until April 17, 2017. Online vendor application has a paypal convenience fee included.
4. Two 3-day admission passes are included with vendor fees. Up to six additional discounted 3-day admission passes can be purchased for \$10.00 each.

<i>Mail in Vendor Fees</i>	<i>Fee postmarked by 4/1/17</i>	<i>Fee postmarked after 4/1/17</i>	<i>Extra Vendor Passes</i>
Weekend Rate (3 days)	\$300.00	\$350.00	\$10 each (max 6 perspace)
Saturday & Sunday Rate (2 days)	\$200.00	\$250.00	
Non-Profit Organization Weekend Rate	\$50.00	\$50.00	
<i>Website Vendor Fees</i>	<i>Online application submitted by 4/1/17</i>	<i>Online application submitted after 4/1/17</i>	<i>Online Extra Vendor Passes</i>
Weekend Rate (3 days)	\$310.00	\$360.00	\$11 each (max 6 per space)
Saturday & Sunday Rate (2 days)	\$210.00	\$260.00	
Non-Profit Organization Weekend Rate	\$52.00	\$52.00	

CONFIRMATION, ASSIGNMENT, REGISTRATION & SET UP:

1. Accepted vendors will receive a confirmation notice via email or USPS with set up information. Your confirmation of payment will include a letter of your setup & arrival time. We will assign booth spaces according to receipt of payments. Arriving later than the time assigned may affect your priority of booth spaces available.
2. Two weekend vendor passes will be given per booth space reserved. Additional discounted passes can be purchased with the application or at the event, there is a limit of 6 discounted weekend passes per space purchased.
3. Booth spaces are 10 feet by 12 feet. Vendors are required to set up within the space allotted. Additional fees for extra space will be charged at the discretion of the Pow Wow Committee. Spaces for non-profit organizations are 10 feet by 10 feet.
4. Vendors must provide their own canopies, tables, chairs, lighting, and power. Canopy stakes must be 10 inches or shorter – please be prepared to show stakes to the Vendor Coordinator prior to set-up.
5. Additional electrical outlets will be used exclusively by the ASU Pow Wow Committee and Head Staff.
6. Vendors will not be allowed to drive onto the field to load/unload. Please bring hand trucks, and dollies. There will be a limited number of Committee members with electric vehicles to assist unloading and loading.
7. There is no reserved parking spaces for vendors. Please pay attention to all posted parking regulations. Parking tickets or fines are the sole responsibility of the owner of the vehicle.
8. Vendors are responsible for the set-up, take down and removal of trash of their own spaces.
9. There will be no reserved parking spaces for vendors.

SECURITY & OWNED PROPERTY:

1. Overnight security will be provided.
2. By signing this vendor application you are holding Arizona State University, ASU Pow Wow Committee, and its officers, agents, employees, and volunteers of each of them harmless for any and all theft, vandalism, damage to property or goods, or bodily injuries that may occur to you or your assistants, property, equipment, and goods during the Pow Wow including set-up and take-down of vendor booth.

RESTRICTIONS ON ALLOWABLE SALE ITEMS:

1. Vendors may not sell any type of food or beverage, prepackaged or otherwise, (i.e. candy, sodas, etc.).
2. The selling of knives, pipes, tobacco, sage, sweet grass, endangered animals or parts is prohibited.
3. The selling of hip-hop merchandise (t-shirts, hats, music), novelty items and toys is prohibited.
4. Amplified recorded music is prohibited.
5. The ASU Pow Wow Committee reserves the right to prohibit vendors from selling or displaying any items, which are disturbing to the attending community at the ASU Pow Wow.
6. Finished Items made in China and India must be labeled accordingly.

RULES AND REGULATIONS:

1. The rules and regulations are set to ensure the safety and enjoyment of all participants of the ASU Pow Wow. Vendors who fail to comply with any of the following rules will lose their vending privileges and their fees.
2. NO REFUNDS RAIN OR SHINE
3. NO OVERNIGHT CAMPING OR OPEN FIRES
4. With the exception of service animals, NO PETS on the powwow grounds & booth spaces.
5. The ASU Pow Wow Committee will not be held accountable for injuries, damages or stolen merchandise/property.
6. Tampering with State property and vandalism are prohibited. Any cases will be reported to University police for Investigation/prosecution. Vending privileges will be null and void and you will be excluded from vending at future annual ASU Pow Wows.
7. By signing the application, you are agreeing to comply with all of the rules and regulations set forth by the ASU Pow Wow Committee. The ASU Pow Wow Committee reserves the right to change any of the rules. Furthermore, each individual vendor, and/or any of their family members/assistants is responsible for being familiar with these regulations for which no exceptions will be made, regardless of the person's knowledge of said rules.
8. In addition, you are holding Arizona State University, ASU Pow Wow Committee, and its officers, agents, employees, and volunteers of each of them harmless for any and all theft, vandalism, damage to property or goods, or bodily injuries that may occur to you or your assistants, property, equipment, and goods during the Pow Wow including set-up and take-down of vendor booth.

31st Annual Pow Wow at ASU Craft Vendor Application

April 21, 22, 23, 2017

Name: _____

Address: _____ City, State, Zip: _____

Phone Number: _____ Email Address: _____

Tribe: _____ Enrollment Number: _____

Will you use a generator in your setup? Yes _____ No _____

Per the ASU Fire Marshall, we have specific locations for vendor spaces with generators. The field will be lighted by overhead lights that are bright like a baseball field.

Description of Items to be Sold:

Indicate which set up option you are applying for: There are only TWO vendor set up options	Friday/Saturday/Sunday 3 Days	Saturday & Sunday 2 Days	Non Profit Informational

Discounted 3-Day Admission Passes (\$10 each, max of 6 can be purchased): _____

CASHIER'S CHECK or MONEY ORDER Enclosed Amount for: _____

- Do not send cash or personal checks, your application and fee will not be accepted and returned
- Do not submit mail-in application and/or payment after 4/15/17. Online application/payment is available.

By signing this vendor application, I agree to comply with the aforementioned regulations set forth by the ASU Pow Wow Committee. Noncompliance with the regulations will result in immediate suspension of my vending privileges without refund of fees. The ASU Pow Wow Committee reserves the right to change any of the rules. Furthermore, I and my family or assistants are responsible for being familiar with these regulations for which no exceptions will be made regardless of the person's knowledge of said rules. I will not plan to vend at the ASU Pow Wow unless I receive a letter or a call of confirmation from the Vendor Coordinator.

Signature of Vendor:

Please make CASHIER'S CHECK or MONEY ORDER payable to:

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