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Cambodian Coordinating Council
2201 E. Anaheim St. Suite 201
Long Beach, CA 90804
Ph: 562-212-5936

Jan 20, 2012

Dear Sir/Madam,

On behalf of the **Cambodian Coordinating Council (CAM-CC)**, I would like to invite Contractors, Vendors, Non-profit organizations, and all other participants to join in the upcoming Cambodian New Year celebration at El Dorado Park in Long Beach. This year, the New Year of the festival is set to take place on **Saturday, April 21, 2012**. For those who are not familiar with this event, CAM-CC annually hosts and organizes a public celebration that showcases a variety of Cambodian costumes, art, cultural activities, and performances for the excitement of the upcoming New Year. At the event, vendors are given the opportunity to display information, materials, and sell food or commercial merchandise.

In order to successfully prepare for this event, we ask that all vendors who wish to participate fill out a **Vendor Booth Application**. You will find all necessary forms and information regarding the New Year celebration attached with this letter. Unfortunately, CAM-CC will only accommodate on a first come first serve base. We will try our best to promise any requests verbally or by phone. Therefore, in order to secure a booth, we ask that you submit the application and any required paperwork prior to or by the contracted deadline.

If you have any questions or concerns about the Cambodian New Year event, please contact me at **(562) 212-5936** or via e-mail at **coordinators@cam-cc.org** and I look forward to working with you and your organization.

Tony Te
Event Coordinator
(562) 212-5936
coordinators@cam-cc.org

Steve Vibol. Meng, CAM-CC President



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www.cam-cc.org

Booth Application and Contract Cambodian New Year Celebration – Year of the Dragon El Dorado Regional Park, Long Beach Saturday, April 21, 2012

Name of Business/Agency: _____

Address: _____

Phone: _____ Fax: _____

Contact Person: _____ Email: _____

Tax ID: _____ Titles: _____

Type of Business: Commercial Non-Profit Organization – must provide a copy of 501(c)(3)

FOOD BOOTH

Commercial: \$600

Non-Profit Organization: \$500

MERCHANDISE BOOTH

Commercial: \$325

Non-Profit Organization: \$225

INFORMATION BOOTH

Commercial: \$300

Non-Profit Organization: \$200

Make check/money order payable to:

Cambodian Coordinating Council

List food items or merchandise below. Only the listed items are allowed to be sold.

*****CARBONATED BEVERAGE AND WATER SALES ARE PROHIBITED*****

FINE UP TO \$1,000.

You may specify other request needed for your booth below. (Toy guns are not allowed in the park)

Each food vendor is required to deposit a **\$150***, and a **\$100** for merchandise/information vendor for **one table and 2 chairs** when submitting this application. A \$100 deposit will be fully refunded when a table and chairs are returned.

** Each food booth vendor must clean up all trash generated by the booth on the day of event to get the deposit back. We agree to pay for said exhibit space as set forth above. We fully understand that this application shall become a binding contract as described on the reversed side hereof and is subjected to the **TERMS, CONDITIONS, RULES, and REGULATIONS** as set forth thereon. CAM-CC reserves the right to change this binding contract without any notice. I (Vendor) am authorized by the company named above to apply for; I accepted full responsibility for the exhibit space and agree to the said terms and conditions.*

Applicant's signature: Date:

Last day to submit application:

Food Vendor: March 31, 2012 Merchandise/Information Vendor: April 15, 2012

FOR OFFICE USE ONLY

Payment Type: _____

Payment Amount: _____

Approved By: _____

Date: _____

Terms & Conditions

1. The Exhibitor agrees to rent the total number of booths stated on the **BOOTH APPLICATION & CONTRACT** for this event. The Exhibitor has no right to assign or sublet such space without having a prior written from the Event Coordinator.

2. Booth space is in a unit of 10' x 10' x 10'. Upon request, the Event Coordinator shall provide Exhibitor, prior to the commencement of the exhibition, with the name of an exhibit services contractor prepared to furnish additional materials and services. The Event Coordinator assumes no liability or responsibility in connection with their services or materials provided by such block air or light flow. Exhibition shall not be over 8" in height and shall not have display sidewalls extending more than 4" from the back of the booth (to a maximum height of 36"), unless prior written approval is received from Event Coordinator. Exhibitor acknowledges that, pursuant to the objective of the exhibition, he/she shall use the booth space only for purposes of marketing his/her products or services provided by his/her company consistent with the theme of exhibition. All displays must remain within the booth perimeters and not intrude upon the aisles although the Event Coordinator uses his/her best efforts to offer Exhibitor the location(s) requested. Event Coordinator reserves the right to alter the event layout and booth arrangement to a design that may differ from illustrations in marketing literature or announced floor plans, and further reserves the right to reassign Exhibitor's booth location. Event Coordinator additionally reserves the right to alter exhibition hours and the number of days or the dates of the exhibition.

3. Booth fee must be paid in full upon signing this application. All sum paid to Cambodian Coordinating Council (CAM-CC) are not refundable and shall be retained by Event Coordinator. Exhibitor agrees that the amount retained by the Event Coordinator is a fair and reasonable estimate for the damages of Cambodian New Year 2011 resulting from Exhibitor's cancellation. In the event of the cancellation, Event Coordinator shall have the right to rent the booth space to another party. However, any rental fees received by such rental shall not be accrued to the Exhibitor's benefit or reduced its liability there under.

4. Exhibitor shall set up his/her booth at the designated set-up time, have staff(s) in his/her booth all event hours, shall not disassemble or close his/her booth until after the event has closed to the public on the last day of the exhibition. In this case, the Exhibition display and materials fail to arrive in time for the event; Exhibitor remains responsible for the payment of the booth space or other fees.

Move-In Date: April 21st, 2012
Shown Date: April 21st, 2012
Move-Out Date: April 21st, 2012

5. Seller's Permit is required, for the commercial booth(s) that will sell products at the exhibition. Food Exhibitor must meet the requirements of the Health Department of city of Long Beach. The selling of carbonated soda, water or any beverage drinks is not permitted in the event. If the Exhibitor found selling any restricted items, the Event Coordinator will close that exhibit and forfeit all Exhibitors's fund getting from the sale.

6. Each booth will receive one vendor pass and one regular pass to enter the event. No passes is reissued when lost.

7. If due to circumstances beyond the control Event Coordinator is prevented from holding the event or if he/she cannot permit Exhibitor to occupy booth space. Event Coordinator reserves the right to alter the location /date of the event with reasonable notice provided to the Exhibitor without a refund to Exhibitor. CAM-CC has the right to

cancel the event with no further liability other than a refund of the booth rental fee paid, which shall be Exhibitor's sole and exclusive remedy. Under no circumstances shall CAM-CC and the Event Coordinator be liable to Exhibitor or Exhibition for incidental or consequential damage.

8. Event Coordinator shall provide an adequate security. However, the Exhibitor is solely and fully responsible for its own exhibit materials and should obtain insurance at his/her own expense. CAM-CC or Event Coordinator is not responsible for damage causing from the exhibits, whether by fire, theft, accident or any other unforeseen causes which Exhibitor, his/her property, employees, guests or others may suffer.

9. Exhibitor grants permission to Event Coordinator to use Exhibitor's name/logos for promotional purposes in the connection with the event or other events produced by Event Coordinator. Event Coordinator shall extend to photographs of Exhibitor's booth. Event Coordinator shall promote the event in such manner and through such media as sole discretion deems advisable, and reserves the right in sole discretion to alter the nature, content, and manner of the promotion to meet the needs of a particular market or location in which the Exhibitor takes place.

10. Exhibitor agrees to comply with the reasonable requests of Event Coordinator, Event Sponsors, Event Agents and Employees. Exhibitor further agrees that he/she shall observe the general rules and regulations of the exhibit at which the event is held.

11. Exhibitor assumes full responsibility and liability for the actions of his/her agents, employees, or independent contractors whether acting within or without the scope of his/her authority. To receive no fully responsibility and liability, the Exhibitors must agree to identify and tell Event Coordinator about all harmful actions resulting directly or indirectly or jointly from Exhibitor's agents, employees, or independent contractors whether acting within or without the scope of his/her authority.

12. This **BOOTH APPLICATION & CONTRACT**, when accepted by Event Coordinator, constitutes the entire agreement between the parties supersedes all prior negotiations, representations, and understanding, and may be modified only pursuant of its terms or by written signature(s) of both parties. California law shall be applied to interpret this agreement and the rights of the actions to enforce the right hereunder or to seek a declaration of his/her right or to obtain an interpretation of this agreement. The prevailing party shall be entitled to reasonable attorney's fees in addition to all other relief in the event that a court finds any provisions hereof shall remain in full force and effect.

Full payment shall be made to:

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