**THE BLACK VEGAN EXPERIENCE**

*Proudly Hosted By*

**COMMITTEE OF CONSCIOUSNESS, LLC.**

**May 14th, 2022**

**10:00am-5:00pm**

*hosted outside*

Richmond Flying Squirrels Stadium – Lot B

Richmond, VA

**Thank you for your interest in becoming a vendor at THE BLACK VEGAN EXPERIENCE 2022!**

We’re so excited to EAT, DRINK, & VIBE with you at the

*“Coolest Place in Town with Friends All Around to Chill & Get Your Fill of Fun and Knowledge!”*

We’re proud to bring back the most unique and exciting vegan festival to Central Virginia. Over one thousand people attended the 1st THE BLACK VEGAN EXPERIENCE to enjoy an enlightening mini-conference and festival day featuring soulful plant-based food, drinks, merchandise, specialty goods, music, family fun, contests & giveaways, wellness activities, vegan activism, celebrity influencers, AND

MUCH, MUCH MORE!

**WHO’S COMING WITH YOU?!!!**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TERMS AND CONDITIONS**

THE BLACK VEGAN EXPERIENCE is brought to you by COMMITTEE OF CONSCIOUSNESS, LLC.

The event will take place Outside the Richmond Flying Squirrels Stadium – Lot B

Richmond, VA 23220

on Saturday, May 14th from 10:00AM to 5:00PM.

We’re honored to host THE BLACK VEGAN EXPERIENCE at one of the most unique baseball stadiums in the state, where you enjoy some fun outdoors!

This is a ticketed event. Early Bird General admission ticket prices are **$15.00** for adults and **$5.00** for children, and can be purchased through our website in advance, or full-price at the gate on the day of the event.

*In the past, this event has attracted 1,000+ attendees from the curious, non-vegan, vegan community and beyond. This is a direct to consumer market that enables vendors to reach a demographic of conscious consumers. Many vendors have sold out at our past events, so it’s important that vendors come adequately staffed, stocked, and prepared to serve large crowds.*

**GENERAL INFORMATION**

 ***Event Details:***

• This event is STRICTLY VEGAN.

• Vendor registrations are on a FIRST COME FIRST SERVE BASIS. Vendors paying vending fee in full will be added to vendor list. Once vendor spaces are full, sign-ups will be CLOSED.

• Vendor deadline for registration/payment closes on **April 30, 2022** at **11:59pm EST.**

• Vendors are encouraged to set-up the day before starting at 12PM. All unloading must be finished by 9AM on May 14th, with vendors ready for business when event opens at 10AM.

 • Vendors must begin break-down at 5:00pm when the event closes, and need to leave the venue by 8:00pm.

• Attendance estimates will be communicated with the vendors via email correspondence up until *48 hours* prior to the event. Although the organizer will make every attempt to sell out the event, attendance is not guaranteed.

 • Vendor spaces are chosen by management and vendors cannot request certain spaces. Preference is given to vendors that pay in full upon application approval.

 • Any concerns or specific needs regarding your placement can be communicated to management via email.

• Offering a $5 *Small Plate Option* and/or Limiting your menu to 2-6 of your famous or specialty items makes ordering and preparation easier, and keeps lines moving in a timely manner.

 • Please be prepared to provide THE BLACK VEGAN EXPERIENCE management with 2-4 menu items free of charge for promotional, media, and advertising purposes. More details will be communicated via email as the event nears.

• Additional vendor load-in and load-out information, as well as the site plan, will be sent via email prior to the event.

 • Further communications will be sent to accepted vendors via email.

• Confirmed vendors will be sent event information via ***WhatsApp and during scheduled Zoom Meet Ups*** prior to the event. This will allow for timely and effective communication leading up to and on event day.

***Venue Details:***

• Vendors will be positioned in Lot B

• There very limited access to electricity. The event will be operating via stadium lights, generators, and portable water access. You will need to provide your own generators if you require electricity unless other arrangements were made with other in advance.

• Although vendors can bring their own generators, it is recommended you use propane, food warming trays, coolers, and low-amp cooking devices.

• Recycling is strongly encouraged, and vendors are also encouraged to use biodegradable, recyclable materials for serving.

• Vendors are requested to bring their own additional materials, including tables, chairs, marketing materials, signage, etc.

***VENDOR PACKAGES***

*(You May Purchase Additional Vending Slots)*

***Non-Food/Drink Vendors:*** $150

• Non-food/drink vendors include companies selling any kind of merchandise or non-food/drink specialty goods.

***Food Vendors/Food Trucks*** (Limited Availability): $250/ $300

• Food truck vendors will receive an email with additional information regarding spacing, size of truck, etc.

***Non-Profit Vendors:***

• Non-profit vendors must be prepared with their 501c3 upon submission of the Vendor Application.

***Info Booth/Swag Bags:*** $50

*The Vendor Fee includes:*

• Vendor wristbands so employees can enter and exit event without a ticket. Vendors that need more than 2 wristbands must email management prior to the event.

* + - * Complimentary tickets you can gift to customers/friends/family
* Police Security throughout duration of the event

• Social media advertising tailored to each individual vendor (on Facebook, Instagram, our website)

***Vendor Payments:***

• Vendors will receive follow up information after payment/approval of their application *(Vendors that pay IN FULL at the time of application approval will be given preference when vendor spaces are chosen)*

• We accept payment via **Zelle** and **CashApp** only

• “Optional Vendor Add-On Fees” are due IN FULL at the time of your initial payment

• All final payments are due no later than April 30, 2022 by 11:59pm EST.

• Failure to submit payment by the date and time given will result in the TERMINATION of this agreement and refusal to be admitted as a vendor to the event.

***CONDITIONS AND LIMITATIONS***

• This event is strictly vegan and cruelty-free, so the sale of anything containing animal products such as meat, dairy, eggs, honey, gelatin, casein, leather, feathers, etc. is STRICTLY PROHIBITED. The sale of artificially flavored and artificially dyed candies is prohibited unless certified vegan.

\*All food vendors must use recyclable and/or compostable service ware. No Styrofoam will be permitted.

• Fresh produce must be locally sourced.

The event date is subject to change or cancellation at any time in which case vendor fees may be refunded or used for the rescheduled event.

• This is a ticketed event. Accepted vendors will be given 2 vendor-specific wristbands and credentials on the day of the event that allow them to enter and exit the event without a purchased ticket. Wristbands are not to be given out to friends/family or resold under any circumstances.

• Vendors must abide by the rules and arrive within the load-in time window to set up. Gates will close at a specified cut off time, and late vendors will be turned away after this time. Vendor locations will be mapped out & marked by chalk or a flag. Please unload adjacent to your spot then park

• Vendors are permitted to make sales within their tent space between the hours of 9:30AM - 5:00PM only. Vendors MAY NOT offer pre-sales w/o explicit permission and instructions from organizer.

• VENDORS ARE PROHIBITED FROM SELLING ALCOHOL.

• Vendors are required to have a banner or sign identifying themselves/their business

• Vendors are encouraged to have at least one menu item at or below $5, as it’s important to us to provide affordable options to accommodate everyone.

• Vendors that sell out before 5PM are required to post a “SOLD OUT” sign and enjoy the party until closing = Refrain from packing up. Event close/break-down is at 5PM.

• Vendors must be packed up and off the premises by 8:00pm.

• Coal fired cooking devices are PROHIBITED.

.

• Vendors are responsible for providing images to be used for social media promotion on THE BLACK VEGAN EXPERIENCE accounts.

• Vendors grant THE BLACK VEGAN EXPERIENCE under COMMITTEE OF CONSCIOUSNESS, LLC. an unlimited license to use any photos or videos taken at the event at no additional cost.

• VIOLATION OF STATE AND LOCAL ORDINANCES AND/OR THE BLACK VEGAN EXPERIENCE POLICIES MAY RESULT IN EXPULSION OF VENDOR FROM VENUE OR ANY STATE OR LOCAL APPLICABLE PENALTIES.

***CONTACT US***

For any questions or concerns, you may contact us through email at vonettia@theblackveganexperience.net and we will get back to you within 1 to 3 business days.

***SOCIAL MEDIA:***

Make sure you’re following us on all our social media!

Promote The Black Vegan Experience RVA 2022 on your website, to your email lists, and any other way you can think of =) You can use the ad on the [Home](http://www.theblackveganexperience.com) page. Please RSVP on TBVE Facebook [Event](https://www.facebook.com/theblackveganexperience/events/) page.

**WEBSITE**: [www.theblackveganexperience.com](http://www.theblackveganexperience.com)

**FACEBOOK:** THE BLACK VEGAN EXPERIENCE @theblackveganexperience

**INSTAGRAM:** @blackveganexperience

**TWITTER**: @blackveganexp