

2020 Los Angeles Black History Month Festival Business Vendor Application

February 16th, 2020

Leimert Park Village 43rd Street & Degnan Boulevard
11AM-7PM

PLEASE PRINT

First Name: _____

Last Name: _____

Street Address: _____

City: _____ State _____ Zip: _____

Day Phone: () _____ Cell Phone: () _____

Email: _____

Website: _____

All SPECIFIC items for sale must be listed below. Mass produced are allowed. Use the back if more space is needed.

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Vendor Booth Fees

- \$350 Per 10 x 10 Retail Booth Space QTY: _____
- Electricity Fee (Outdoor Extension Cord will be provided): \$10.00 _____
- Additional 6ft Table Fee: \$15.00 _____ QTY: _____
- Additional Chair Fee: \$5.00 _____ QTY: _____

AMOUNT ENCLOSED: \$ _____

Payment Methods:

Please make payments out in form of money order, and cashiers check to:
Open Arms Food Pantry & Resource Center

Vendors must mail payments to:
Open Arms Non-Profit
3651 S La Brea Avenue Box#204
Los Angeles, CA 90016

Or

PAY ONLINE – Eventbrite.com (2020 Los Angeles Black History Festival)

Payments deadline is Sunday, February 1st, 2020 by 6PM

Vendor Guidelines:

1. Vendors must occupy the booth spaces throughout the duration of the festival hours, NO EXCEPTION.
2. Vendors must not have any hazardous materials, liquids or derogatory or insulting items for sale that offend any culture, nationality or sex.
3. Vendors are to have a clean non-cluttered selling area at their designated booth space.
4. Vendors are not to insult nor display rude behaviors towards neither attendees nor staff. You will be asked to leave the festival grounds if you do so by LAPD.
5. All vendors must have table coverings on all tables utilized for selling.
6. Vendors must be set between 8:00AM–10: 30AM
7. Vendor cars must be removed and parked in lot by 10:00AM (staff will guide all vendors to designated parking lot free of charge)
8. VENDOR SPACES ARE SELF PLACED AND SPACES ARE FIRST COME.
9. VENDOR tear down time will be from 7PM to 8PM.
10. All concerns and questions are to be addressed to the following email: blackhistorymonthfestival@gmail.com. Staff will respond within 24 hours.

PRINT NAME: _____

SIGNATURE: _____ Date: _____

Contact Vendor Coordinator Myeta Pugh with any further questions at:
(213) 300-0080 or via email
BLACKHISTORYMONTHFESTIVAL@GMAIL.COM