



Vendors and community organizations are invited to join us for **AADF2025 Community Showcase** on Sunday, Aug 24th at City Heights Performance Annex and Jeremy Henwood Memorial Park.

Community Showcase is part of AADF2025, San Diego's first Asian American Dance Festival. We are excited to present this inaugural festival that celebrates AAPI dance artists and communities and for you to be a part of the festivities. Get started by reading our information and guidelines below before submitting an application for your organization.

Learn more about AADF2025 here - <https://tiltshiftdance.org/aadf>.

Community Showcase Overview

Community Showcase day celebrates the diversity of our AAPI communities through dance. As an embodied practice, dance is a powerful way to express ourselves, to tell our stories, and to commune, engage with, and uplift one another.



This all-day showcase will be held on the City Heights Performance Annex stage, facing out towards the Jeremy Henwood Memorial Park. Local AAPI student and community dance/movement artists are invited to share short pieces alongside cultural dance/movement troupes, representing the broad diversity of the Asian and Pacific Islander diaspora. Cultural dance/movement artists may also offer classes from the stage for audiences to participate in.

Vendors selling non-food/beverage items are welcome to set-up booths, and organizations may distribute information and/or offer family friendly activities.

Vendor/Organization Application Guidelines

As a festival that honors AAPI communities and works to amplify their voices and identities, we are looking for culturally relevant non-food/beverage vendors, including AAPI owned businesses. We welcome nonprofit organizations and businesses who work to expand their reach and access to critical resources to the AAPI community.

- **Booth Spaces** - All vendor/organization spaces are 10'X10' unless otherwise stated. ONLY Space is provided. Exhibitors will be responsible for providing their own setups including fire retardant canopy, tables, chairs or any other materials needed for their display.
- **Electricity** - Not provided
- **Booth Fee** - \$50
- **Application Period** - June 2 - July 25.
- **Notification of Acceptance** - All vendors/organizations will receive a follow-up email with approval or denial within 2 weeks of submitted application and no later than August 4. Please double check your SPAM folder. If you don't hear back after 2 weeks of submitting your application, please reach out to our team at asianamericandancefestival@gmail.com, with subject line: Community Showcase - Vendor/Organization Inquiry.
- Asian American Dance Festival reserves the right to limit the number of applicants for any one particular type of goods/services and reserves the right to change or substitute vendor spaces, thereby maintaining diversity.
- Vendor may sell ONLY the items as listed in the application. If an item is NOT listed in your application, it may NOT be sold. If you are distributing literature, please include a copy for review and approval.
- No sales of weapons, CBD, marijuana, tobacco/drug paraphernalia and/or items that promote the use of illicit substances. Pornographic, hazardous materials, or any items deemed distasteful by Asian American Dance Festival may NOT be allowed. NO alcohol will be allowed at this event. Asian American Dance Festival has the right to refuse any item or vendor.
- You will need to submit the following with your Vendor/Organization Application:
 - A. Copy of Driver's License
 - B. Completed California Department of Tax and Fee Administration **CDTFA-410D** (Swap Meets, Flea Markets, or Special Events Certification) - download form [HERE](#)

Requirements If Accepted

- Support and promote the festival and the community of artists involved, including sharing of social media posts, marketing materials, fundraising campaigns, etc.
- The vendor/organization director (the applicant) will be the main point of contact with Asian American Dance Festival, TILTshift Dance, their staff, agents, and volunteers. It is the responsibility of the director to

disseminate information and ensure that all members of the vendor/organization adhere to all policies and guidelines. The director takes responsibility for the actions of all vendor/organization members.

- Accepted vendors/organization will be required to provide by no later than August 11, 2025:
 - A. **Certificate of Insurance** - naming "Asian American Dance Festival, TILTshift Dance, and bkSOUL" and "City of San Diego" as "Additional insured parties" (see Insurance Requirements on following page)
 - B. **Signed copy of Vendor Hold Harmless Agreement** - agreement will be sent to all accepted applicants.
- Payment of Booth Fee: We accept CHECKS and CREDIT CARDS via PayPal or Venmo.

How To Apply For Vendors/Organizations

To apply for a Vendor/Organization booth at the AADF2025 Community Showcase, please fill out all required sections of the online application form. You will need to prepare and provide the following items to be uploaded with your application:

- **Driver's License:** Image of front and back
- **Form CDTF-410D:** Completed California Department of Tax and Fee Administration CDTF-410D (Swap Meets, Flea Markets, or Special Events Certification) - download form [HERE](#)

All applications must be submitted via the online form by **Friday, July 25, 2025, 11:59pm PST**.

Applicants will be notified of acceptance within 2 weeks of submitting, and no later than **Monday, August 4, 2025** via email.

Applications for Vendors/Organizations open on June 2, 2025.

Application link - <https://forms.gle/ZU6QG4mC1XkGpRtn6>

For any questions, please email us at asianamericandancefestival@gmail.com, with the subject line: Community Showcase - Vendor/Organization Inquiry.

Insurance Requirements for Retail or Non-Profit Vendors and Amusement Concessions

The following insurance requirements and language are required for the purpose of conducting Food Services or Amusement Activities within the AADF2025 Community Showcase event in the City of San Diego.

Automobile Liability Insurance: Coverage is required if any vehicles are to be used by event employees during the course of set-up, staging, and load-out at the event.

Workers Compensation Insurance: Coverage is required for all commercial events in which the insured entity has paid employees providing services for the event on the City of San Diego property.

General Liability: Minimum general liability coverage is \$2,000,000 (Two Million Dollars) aggregate with \$1,000,000 (One Million Dollars) per occurrence. Additional coverage may be required based on the type of event and the risk assessment.

Additional Insured Endorsement: Please be sure your insurance agent adds the following language to your Certificate of Liability Insurance. The following language must be stated in the "Description of Operation / Location/ Special Provisions" section of the insurance certificate as well as the endorsement page:

Asian American Dance Festival, TILTshift Dance, bkSoul, and The City of San Diego, its officers, employees, and agents as additionally insured.

List of Additional Insured Parties:

Asian American Dance Festival

TILTshift Dance

bkSOUL

City of San Diego
1200 Third Avenue, Suite 1000
San Diego, CA 92101