

# 5<sup>th</sup> Annual Men and Women's Gathering

"Healing and Strengthening our Native Families"

Dear Prospective Vendor:

Thank you for your interest in participating in the 5<sup>th</sup> Annual Men and Women's Gathering August 12-14, 2014 at the Talking Stick Resort in Scottsdale, AZ. The overall goal of the Men and Women's Gathering is to bring healing and strengthening to our Native families. Guest speakers will share stories of resilience that will inspire the best in all of us. Workshops will give us insight into many of the problems that our Native communities face and help us better understand how we can be agents of change to strengthen our families and build stronger Native Communities.

The target demographic for this event is Native families and professionals or anyone providing services to the Native community. This event has sparked interest from everywhere and estimated to host 300+ attendees.

We are working to produce a high-quality event that pleases our visitors and provides a great opportunity for you to showcase your products and services. Your involvement in this event means a lot to us and we want to provide you with the best opportunity for success; if you have any concerns or questions please feel free to contact us via email (see below).

If you are interested in participating please fill out the attached form and return via instructions below. We will make a sincere and reasonable effort to accommodate the needs of our vendors, but must work within the confines of regulations and time. Your professionalism in adhering to the requirements stated in this application is greatly appreciated.

Please contact us at [Robert.hickem@srpmic-nsn.gov](mailto:Robert.hickem@srpmic-nsn.gov) with any questions or concerns.

## **ARRIVAL AND CHECK-IN**

- Check-in times and locations will be provided to you at the time of application acceptance.
- Your vendor application serves as your "contractual agreement to participate in the 2014 Men and Women's Gathering" and all fees must be paid at the time you submit your application. You will also receive a site map and event schedule at the time of check-in.
- All vendors MUST use the loading dock as no items can be taken across the casino floor. Vendor badge request form will be provided to you at time of application acceptance.

# 5<sup>th</sup> Annual Men and Women's Gathering

"Healing and Strengthening our Native Families"

## FEES/CANCELLATIONS

- Full payment must accompany the signed application.
- Cancellations must be made no later than 60 days prior to the event. Please provide both a written notice via email and a phone call for verification.
- Cancellations forfeit the registration fee of \$100

## THERE IS NO REFUND OR FEE TRANSFER FOR "NO-SHOWS." SPACE SPECIFICATIONS

- Event spaces are limited. Applications are accepted and spaces are assigned based on the following criteria:
  - Date application was received.
  - Date payment was received
  - The goal of quality, diversity, variety, and limited duplication.
  - All space assignments are made at the discretion of the Vendor Coordinator.
  - All spaces are approximately 5' x 6' which include a 6' table and 2 chairs. NO additional space will be provided so please plan accordingly.

## SAFETY AND SECURITY SERVICES

Please be mindful of your neighboring vendors at all times.

Improper use of space or any violation of resort/conference rules and regulations will be grounds for immediate removal without refund.

**- All vendors are responsible for cleaning their area of trash, leftovers and waste!!**

it is the intention of the Men and Women's Gathering that our vendors provide an attractive, interesting, professional, clean and well-maintained booth - and that they provide friendly, helpful, fun-loving personnel so that our visitors - your customers - enjoy the event and look forward to coming again next year! It is also our intention to produce an event that you - our vendors - will find exciting and profitable so that you too, will look forward to coming again for the next event.

*We look forward to your participation,*

**Robert Hickem,**

**Vendor Coordinator**

[Robert.hickem@srbmic-nsn.gov](mailto:Robert.hickem@srbmic-nsn.gov)

480-362-6336

# 5<sup>th</sup> Annual Men and Women's Gathering

"Healing and Strengthening our Native Families"

**If you are interested in being a vendor for this event, please complete the application below and return it to:**

Salt River Pima Maricopa Indian Community:  
Life Enhancement and Resource Network  
10005 E Osborn Rd. Scottsdale, AZ 85256  
Or Scan-Email to [Robert.hickem@srpmic-nsn.gov](mailto:Robert.hickem@srpmic-nsn.gov)

***Get excited The 5<sup>th</sup> Annual Men and Women's Gathering is coming! Wouldn't you like to showcase your products & services to our Native Community? Become a VENDOR today!***

## **Vendor Application**

BUSINESS CATERGORY: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPANY: \_\_\_\_\_ Years in Business: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE: ( ) \_\_\_\_\_

FAX: ( ) \_\_\_\_\_

EMAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

What are you selling?

\_\_\_\_\_

## **Pricing and Packages: Please check your selection**

Selling Vendor Booth **\$100**

Information only Booth (Fee waived)

# 5<sup>th</sup> Annual Men and Women's Gathering

"Healing and Strengthening our Native Families"

**Payments:** To secure a vendor spot all payments must be made. Please mail a cashier check or money order to:

**Salt River Pima-Maricopa Indian Community;  
The Life Enhancement and Resource Network  
10005 E. Osborn Rd.  
Scottsdale, AZ 85256**

Checks or Money Order should be made out to "SRPMIC" with "MWG Vendor Fee" in the note section. **Please do NOT send in cash. If only form is sent in without payment, your space will NOT be reserved.**

**Vendor Responsibilities:** Submission of an application is an implied agreement to abide by the rules set forth herein. The Men and Women's Gathering is **NOT RESPONSIBLE** for accidents, damages, or other loss incurred by vendor.

I have read and understand the terms outlined in this document.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SCAN & EMAIL PAGE (4-5) TO [robert.hickem@srpmic-nsn.gov](mailto:robert.hickem@srpmic-nsn.gov)**

*YOU WILL RECEIVE CONFIRMATION OF RECEIPT VIA EMAIL.*