

EXPERIENCE ASIA  
ASIAN COALITION OF TALLAHASSEE, INC.  
September 27, 2008  
Lewis/Bloxham Parks

ENTERTAINMENT PACKET  
PLEASE READ INSTRUCTIONS BEFORE COMPLETING THE APPLICATION

Thank you for your interest in the Asian Festival 2008. PERFORMANCES ARE VOLUNTARY. If selected to perform, applicants will be scheduled on the stage deemed appropriate by the Entertainment Committee. The committee will provide all sound reinforcements (PA System). The performers are responsible for their own instruments and amplifiers. The Committee will not be able to provide drums, pianos, music stands, etc.

The Entertainment Committee seeks to present varied styles, types and genres of Asian and of Asian origin entertainment.

**APPLICATION DEADLINE: SEPTEMBER 8, 2008**

Please mail applications to:  
Experience Asia 2008  
Attention: Aurora Hansen/Ferdie Francisco  
1115 Dade Street  
Tallahassee, Florida 32304

**YOU CAN ALSO REGISTER ONLINE AT [www.asiantlh.org](http://www.asiantlh.org)**

**EXPERIENCE ASIA  
ENTERTAINMENT APPLICATION  
SATURDAY, SEPTEMBER 27, 2008**

Name/Group:

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Contact Person:

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Telephone Numbers (include all):

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Mailing Address:

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Type of Organization:

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Type of Performance/Entertainment:

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Number of persons participating in the performance:

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LENGTH OF PERFORMANCE WILL DEPEND UPON THE NUMBER OF ACTS PARTICIPATING. PERFORMANCE NOTIFICATIONS WILL BE ON SEPTEMBER 20, 2008.



Asian Coalition of Tallahassee

Application date received:

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Genre:

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Time of Performance:

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Liability Disclaimer received:

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Signature of Committee Chair:

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Date applicant notified:

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EXPERIENCE ASIA  
Saturday, September 27, 2008  
Lewis/Bloxham Parks  
Tallahassee, Florida  
**YOU CAN ALSO REGISTER ONLINE AT [www.asiantlh.org](http://www.asiantlh.org)**

**Miscellaneous Information:**

Royalties, union fees, welfare, insurance, taxes, personal expenditures, operating or travel expense and other obligations are part of the cost of production and are the responsibility of the artist: therefore, the ASIAN COALITION OF TALLAHASSEE and the CITY OF TALLAHASSEE shall not be responsible for the payment of these obligations. **All performances are gratis, as a benefit to the community.**

**Contemplation of Proper Information:**

If the artist and staff fail to provide up-to-date completed information on technical requirements or equipment in writing at least five (5) days prior to the event, then the agreement is terminated.

**Failure to Perform:**

In the event the artist is not ready to perform at the designated time or if vital performing member (s) is/are not present, or if the artist arrives at the performance in such a condition as to appear to a reasonable person to be incapable of performing in a contract, the Entertainment Committee, the Asian Coalition of Tallahassee and the City of Tallahassee has the absolute right in its sole discretion to cancel the performance or terminate the performance in progress.

**Reproduction Rights:**

No portion of the stated performance shall be filmed, taped, recorded, reproduced or transmitted in an audio or video form without the written authorization of the artist except for the promotional purpose of this event.

**Promotional Information:**

Artist shall provide the Entertainment Committee with current promotional information and materials to be used for media and general promotion of the event.

# EVENT FEES

## Food Vendors:

\*For profit groups Option 1      \$100.00      10x10 space

**BRING YOUR OWN TABLES AND CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.**

\*For profit groups Option 2      \$120.00      10x10 space

**INCLUDES: TWO SIX-FOOT TABLES WITH FOUR CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.**

## Arts and Crafts Vendors/Exhibitors

\*Not-for-profit groups      \$70.00      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN SOUVENIR PROGRAM. NOT-FOR-PROFIT GROUPS ARE NOT ALLOWED TO SELL ANY FOOD OR BEVERGES TO THE PUBLIC. A \$50 PENALTY WILL BE IMPOSED IF CAUGHT SELLING FOOD OR BEVERAGES TO THE PUBLIC.**

\*For profit groups      \$90.00      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.**

\*Student Organizations      \$20.00      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN SOUVENIR PROGRAM. NOT-FOR-PROFIT GROUPS ARE NOT ALLOWED TO SELL ANY FOOD OR BEVERAGES TO THE PUBLIC. A \$50 PENALTY WILL BE IMPOSED IF CAUGHT SELLING FOOD OR BEVERAGES TO THE PUBLIC.**

**ADDITIONAL TABLE @ \$ 5.00 EACH. ADDITIONAL CHAIR @ \$2.50 EACH.**

## Affiliation Guidelines

1. Applications are due by SEPTEMBER 8, 2008. No refunds will be made after this date.
2. No roving vendors will be allowed.
3. Activities available for sponsorship and sponsors donating are unlimited with negotiation with the Executive Committee and sponsorship agreement.
4. All vendors will adhere to the guidelines for temporary services and guidelines stated in each entry form.
5. All aspects of the festival will adhere to the Asian Coalition and City of Tallahassee guidelines as they apply.
6. The Executive Committee will forward additional guidelines as they are needed.
7. All sales tax reporting and licensing are the responsibility of the vendor.
8. Staging areas of the activity and the food booths will be assigned areas of placement.
9. All proposals will be submitted for review and approval from the Asian Coalition of Tallahassee and the City of Tallahassee's parks and

- Recreation Department's Special Events. If the approval is granted, additional guidelines and information will be forwarded as it pertains to the request.
10. Agencies or groups or members in charge of an activity or program are prohibited from planning or taking the implementation thereof unless approved by the Asian Coalition of Tallahassee festival committee. Everyone who participates must be permitted.
  11. If a person with a disability requires an accommodation to participate or if special seating arrangements are needed, requests should be made 72 hours prior to the event.
  12. If you are using a tent or tarp, it must be fire-resistant and must have a manufacturer's tag attached.
  13. Closure of booths will be at 5:00 p.m. and must be completed no later than 6 p.m.
  14. In case of a major threat or disaster, vendors will be asked to abandon their tents and other apparatus while proceeding to a safe designated area.
  15. Application deadline and fees are due by 6 p.m. SEPTEMBER 8, 2008.
  16. In case of inclement weather, the venue will be cancelled.
  17. **No power will be provided. Vendors must be self-contained.**

Application deadline: SEPTEMBER 8, 2008  
Please mail application fee and liability disclaimer to:  
Clyde Diao, Chairperson  
Asian Coalition of Tallahassee  
P.O. Box 15532  
Tallahassee, FL 32317

NO REFUNDS AFTER SEPTEMBER 8, 2008

YOU CAN ALSO REGISTER ONLINE AT [www.asiantlh.org](http://www.asiantlh.org)

EXPERIENCE ASIA 2008  
SEPTEMBER 27, 2008  
EXHIBITORS APPLICATION

NAME OF ORGANIZATION:

CONTACT PERSON:

ADDRESS:

TELEPHONE NUMBERS (Include all)

ACTIVITY/EXHIBIT:

TYPE OF MATERIALS FOR EXHIBIT:

**FEES:**

\*Not-for-profit groups                      \$70.00                      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN THE SOUVENIR PROGRAM. NOT-FOR-PROFIT GROUPS ARE NOT ALLOWED TO SELL ANY FOOD OR BEVERAGES TO THE PUBLIC. A \$50 PENALTY WILL BE IMPOSED IF CAUGHT SELLING FOOD OR BEVERAGES TO THE PUBLIC.**

\*For profit groups                      \$90.00                      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.**

\*Student Organizations                      \$20.00                      10x10 space

**INCLUDES: ONE SIX-FOOT TABLE, TWO CHAIRS AND VENDOR LISTED IN THE SOUVENIR PROGRAM. NOT-FOR-PROFIT GROUPS ARE NOT ALLOWED TO SELL ANY FOOD OR BEVERAGES TO THE PUBLIC. A \$50 PENALTY WILL BE IMPOSED IF CAUGHT SELLING FOOD OR BEVERAGES TO THE PUBLIC. ADDITIONAL TABLE @ \$ 5.00 EACH. ADDITIONAL CHAIR @ \$2.50 EACH.**

Any tent size larger than 10x10 size will need additional fees and permits from the City of Tallahassee's growth Management office at the rate of \$175.00 per tent.

Application deadline: SEPTEMBER 8, 2008

Please mail application fee and liability disclaimer to:

Clyde Diao, Chairperson  
Asian Coalition of Tallahassee  
P.O. Box 15532  
Tallahassee, FL 32317

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EXPERIENCE ASIA 2008  
SATURDAY, SEPTEMBER 27, 2008  
FOOD VENDOR APPLICATION

NAME OF NON-PROFIT ORGANIZATION:

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NAME OF CORPORATION:

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TELEPHONE NUMBERS:

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MAILING ADDRESS:

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NAME OF ORGANIZATION PREPARING THE FOOD (if different from the above):

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TELEPHONE NUMBERS:

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BOOTH CONTACT PERSON:

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CONTACT ADDRESS:

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**FEES:**

\*For profit groups Option 1     \$100.00                             10x10 space

**BRING YOUR OWN TABLES AND CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.**

\*For profit groups Option 2     \$120.00                             10x10 space

***INCLUDES: TWO SIX-FOOT TABLES WITH FOUR CHAIRS AND VENDOR LISTED IN PROGRAM BROCHURE.***

**ADDITIONAL TABLE @ \$ 5.00 EACH. ADDITIONAL CHAIR @ \$2.50 EACH.**

Any tent size larger than 10x10 size will need additional fees and permits from the City of Tallahassee's growth Management office at the rate of \$175.00 per tent.

CONTACT PERSON:

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ADDRESS OF CONTACT PERSON:

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TELEPHONE NUMBERS:

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SIGNATURE:

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List the food and drinks that will be served including prices: (USE A SEPARATE SHEET AND ATTACHED TO THE FORM)

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If the restaurant prepares food, state name of restaurant:

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Source of heating:

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Application deadline: SEPTEMBER 8, 2008  
Please mail application fee and liability disclaimer to:  
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Asian Coalition of Tallahassee  
P.O. Box 15532  
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