



**PRAIRIE BAND POTAWATOMI NATION
2017 Pow Wow Celebration Committee
Application & Agreement**

September 22-24, 2017

Craft and Food Vendors:

The PBPN Pow Wow Committee would like to welcome you to our Annual Pow Wow. We are pleased to have you as part of this year's event. To ensure that your weekend with us is a safe and enjoyable one for everyone, we have developed the following rules for participation in our event:

1. **Craft Vendors must provide proof of enrollment in a federally recognized tribe.** Craft vendors without proof of enrollment in a federally recognized tribe will not be accepted.
2. **Food Vendors must provide a copy of a current Food Handlers Certificate provided by any course accredited and certified by the American National Standards Institute (ANSI).**
3. NO dogs or other animals allowed in booth spaces. Animals are permitted in camping areas on a leash or otherwise restrained away from the public.
4. Absolutely NO alcohol or illegal drugs will be permitted within the Prairie People's Park or adjacent parking areas. Anyone possessing alcohol/illegal drugs in these areas will be subject to arrest.
5. Please do not leave young children unattended in vendor spaces. Curfew for all children under age 18 to be in their camp or with a responsible adult is ½ hour after the session ends each night.
6. Vendor spaces will be designated according to the date vendor application & payment is received. Paid vendors will receive two (2) vendor bracelets and two (2) vendor parking passes upon check-in at the Powwow Park. Additional individual bracelets and parking passes may be purchased.
7. Vendors will not set up until their space is assigned by Powwow Committee Vendor Contact.
8. The PBPN Pow Wow Celebration is held rain or shine. No refunds will be given in case of inclement weather.
9. Vendor space fees will not be prorated under any circumstances.
10. We reserve the right to refuse vendors a booth space because of space and/or safety limitations.
11. All vendors are expected to offer items for sale that are appropriate and respectful; the Committee reserves the right to require the removal of any items considered unsuitable to our event i.e. toy guns, carnival toys, fireworks.
12. We provide 110 volts amp service for low wattage use. Vendors must supply their own lights, extension cords, tables, chairs etc. Generators which make little noise are acceptable. Vendors requiring electrical service greater than that provided should contact the Committee prior to arrival. We may not be able to accommodate higher service.
13. Vendors must show respect to customers, other vendors and committee representatives. Conflict WILL NOT be tolerated. The Committee reserves the right to expel any vendor violating this request without refund.
14. Emergency Medical Services are available on the grounds throughout the weekend. The First Aid building is located at the northeast corner of the grounds. It is manned 24-hours/day throughout our event. Law Enforcement personnel are also available throughout the event. Officers patrol the arena area, vendor areas and camping areas regularly 24 hours/day and can be summoned by any Committee representative, EMS personnel, or other worker on the grounds with a radio. If necessary, call the Tribal Police directly at 877-727-6743 to have an officer dispatched to your location. A strong cell phone signal is present within the park.
15. The Committee will gratefully accept and are appreciative of any donations of raffle items to support the PBPN Pow Wow.
16. A vendor meeting will be held at 3:00 PM Friday afternoon for any last minute announcements, questions or concerns. Please meet directly south of the speaker stand.

I have read and understand the above rules set forth by the PBPN Pow Wow Committee and I agree to abide by the above terms. The Vendor hereby agrees to indemnify, defend and hold harmless Prairie Band Potawatomi Nation, its employees, officers, agents, representatives and volunteers, in their official and individual capacities, from any and all liability, claim, loss, damage or expenses, including costs and attorneys' fees, that the Prairie Band Potawatomi Nation or its employees or volunteers incur as a result of any claims, actions, or lawsuits that arise out of, occur during, or are in any way connected with the Vendor's participation in this event. I certify that I am a duly authorized owner, partner, director, officer or representative of the applicant and that the statements made herein are true and correct to the best of my knowledge. I further agree on behalf of the applicant to be bound by and comply with all PBPN laws, and submit to the jurisdiction of the Prairie Band Potawatomi Nation.

Vendor Signature: _____ Date: _____

Contact Person: _____ Phone Number: _____

Mailing Address: _____

Email: _____

Tribal Affiliation: _____ Enrollment No.: _____

Brief list of items: _____

NO BUSINESS OR PERSONAL CHECKS ACCEPTED / MONEY ORDERS OR CASHIER'S CHECKS ONLY!!!

10' x 20' Craft	20' x 20' Craft	Food 110volt Elec.	Food 220volt Elec.	Craft/Food Non-Profit	Educational Booth
\$250.00_____	\$350.00_____	\$500.00_____	\$650.00_____	\$25 w/Proper Id_____	\$0 _____
(Educational Booths will not be allowed to sell items or receive donations.)					

Payment in full or a \$150.00 non-refundable deposit is required by September 1st to reserve a space. Applications will be accepted after September 1st by fax or e-mail only, but space is NOT GUARANTEED without a deposit. Please do not mail payments after September 1st. **Payment in full required before setting up.**

Make Payments To: PBPN Pow-wow, 16281 Q Road, Mayetta, KS 66509

Contact: Coleen Thomas (785) 966-7701 Fax: (785) 966-7702 Email: cthomas@pbpgaming.com

Date received: _____ Amt Received: _____ Amt Due: _____ Confirmation Letter/Receipt Sent: _____