



Dear Future Vendor,

We invite you to participate in DSPAC's inaugural M.A.M.A. Festival: More Arts, More Alive! **on Saturday, June 18th, from 11am-6pm.** The Festival will feature free dance workshops and performances, community organizations, food vendors, and artists of all kinds.

Located on Lexington Avenue between Patchen and Broadway Avenues, the M.A.M.A Festival will ignite the heart of Bed-Stuy with a cultural and artistic fusion that will leave the streets talking for months to come! Don't miss your chance to be a part of this remarkable event!

Vendor Registration Opens: March 31, 2016
Vendor Application Deadline: June 1, 2016

Registration Fees:

\$25- Organizations

\$50- Crafts/Merchants

\$75- Food Vendor (**Food vendors need proof of Food Service Establishment Permit OR a Temporary Food Service Establishment Permit**)

Fees include: 10' x 10' space

Load In Time: 9am-10:45am (all vehicles must vacate premises by 10:45am)

Load Out Time: 6pm-7pm (all vehicles must vacate premises by 7pm)

If you have any questions, contact DSPAC at 718-443-9800 or email mama@dwanasmallwoodpac.org.

Best Regards,
TeamDSPAC!

NAME OF ORGANIZATION/BUSINESS:

ORGANIZATION TYPE:

Organization

Crafts/Merchants

Food Vendors

PRIMARY CONTACT:

MAILING ADDRESS:

CITY: _____ STATE: _____

ZIP CODE: _____

PHONE#:

EMAIL ADDRESS:

DOH or DCA LICENSE #:

TAX ID #: _____

Please give a description of the goods/services you will offer at M.A.M.A. Festival:

IN ORDER TO VALIDATE THIS CONTRACT:

1. Vendor's Department of Consumer Affairs (DCA) or Department of Health License (DOH) License # and Tax ID# must accompany completed vendor application. Receipt of an application does not confirm acceptance in the festival. Accepted application fees are non-refundable. The festival will take place rain or shine. Last date for receiving applications is May 1, 2016. All mailed applications must be postmarked by May 1, 2016.
2. DSPAC reserves the right, at its sole discretion, to assign spaces. Space assignments are subject to change. DSPAC reserves the right to limit the volume of music or public address system used by Vendor. Failure to comply with DSPAC requests to lower the volume of Vendor's equipment will result in Vendor's removal from the festival and the forfeiture of the space rental fee. Vendor agrees not to sell or reproduce any M.A.M.A. FESTIVAL or DSPAC merchandise or the name, logo or related information of M.A.M.A. FESTIVAL or DSPAC in any way unless Vendor has received written consent from DSPAC.
3. Vendors are responsible for obtaining any and all necessary permits, licenses, and insurance required for the preparation, display, and sale of Vendor's merchandise as required by the City of New York, including but not limited to the requirements for Storage and use of LPG and Liquid Fuels. Any fines or penalties incurred by DSPAC as a result of Vendor's failure to secure the proper permit(s) or the Vendor will pay insurance.
4. Once accepted food vendors are required to show proof of their food handling certificate and a copy of their food permit.
5. Propane tanks must be standard 20lbs and certified by the NYC Fire Department. Only two (2) tanks per vendor are permitted on the premises. All tanks must be in use. No spares or empties are allowed on the premises. NO EXCEPTIONS. Fire extinguisher must be five-pounds with a class A or B rating and should remain at the booth at all times. The extinguisher must be in working condition; if no extinguisher is present the vendor will be shut down until one is obtained.
6. Vendor shall indemnify, and save harmless DSPAC, its trustees, officers, employees, agents, representatives, successors, licensees, assigns, and the City of New York (Collectively, the "Indemnities") from and against any and all liability, losses, costs, expenses, damages or recoveries which any indemnities may suffer or incur by reason of any alleged or actual breach of any presentation, warranty or agreement made by Vendor in this Agreement and or the negligence, recklessness or tortuous act or omission of Vendor, its employees, contractors, invitees, agents or representatives.
7. Vendor should provide all electricity. No electricity will be provided DSPAC.
8. DSPAC accepts money orders and cashier's checks via mail. Cash is only accepted in person at DSPAC site. DSPAC does NOT accept personal checks.

Make bank/cashiers checks and money orders out to:

Dwana Smallwood Performing Arts Center
857 Lexington Ave
2nd Floor
Brooklyn, NY 11221



BY SIGNING BELOW, THE VENDOR SIGNIFIES THAT HIS/HER ENTITY AGREES TO THE TERMS AND CONDITIONS OF THIS APPLICATION. IN ORDER TO PROCESS, THIS AGREEMENT MUST BE SIGNED, DATED, AND RETURNED WITH PAYMENT.

SIGNATURE

PRINT NAME

DATE

