

Taste of India Booth Contract

1. You are agreeing to the terms of this booth contract by submitting your registration for a booth at the Taste of India 2016 festival which will be held at the Ted Constant Center, Old Dominion University, Hampton Boulevard, Norfolk, Virginia on Saturday April 23, 2016 between 11:00 AM -9:00 PM.
2. In this Contract, the term "Vendor" includes all retail vendors, services vendors, charities, civic organizations, charities, sponsors and individuals who have a booth.
3. Vendors are **not allowed** to perform following activities from their Vendor Booths as these are reserved only for the Taste of India Volunteer Booths:
 - a. Sell any food or drinks for consumption during the Taste of India event. Complimentary tasting samples only are permitted.
 - b. Mehendi (Henna)
 - c. Eyebrow Threading
4. Booth charge includes the City of Norfolk \$50 Business License fee per booth.
5. The Vendor Name and Booth Description from your registration form will be printed in the event program and souvenir. A complimentary cardboard booth banner with your Vendor Name (as listed on your online registration form) will be provided and hung by Taste of India to mark your booth.
6. Vendors are only authorized to promote the one business/organization name listed under Vendor Name on their registration form. Vendors are authorized to promote/display/sell only those specific products/services listed under Booth Description on their registration form. Your booth cannot be utilized to promote any other businesses, organizations, **individual products** and services except those listed on your registration form & authorized by Taste of India.
7. Vendors must ensure that their displays/materials do not extend beyond the boundary of their assigned booth - all your banners, signs, posters, brochures, displays, promotional materials, samples etc. must remain inside the confines of your assigned booth area. Vendors must ensure that their displays & activities do NOT block other booths, the open areas between booths, display screens, other activities, or interfere with the movement of visitors.
8. Booths will have 3 ft. pipe and drape on each side and 8 ft. high pipe and drape on the back. Each 10' x 10' booth will be provided with three (3) 6' x 2' tables and two (2) chairs. Tables will be covered and skirted.
9. Sufficient ambient lighting will be provided in the exhibition area. If any vendor needs to utilize a wall power outlet for connecting their own lights, computers, or any electrical equipment, the vendor must advance purchase an electrical power connection for an extra charge of \$50 with their registration. The convention center will not allow any booth to use even a single electrical wall plug without levying a charge of \$50 which must be paid in advance to Taste of India.

10. NO CHANGES WILL BE ALLOWED ONCE BOOTH IS ASSIGNED.

11. Vendors can transfer their allocated booth space to anyone else only after obtaining prior written permission from Taste of India.

12. Vendors can occupy a vacant booth only after making prior additional payments to Taste of India.

13. All vendors are required to setup their booths between **7:30 AM and 10:30 AM**. All displays should be ready by 10:40 AM. Vendors should not commence breaking up before 9:00 pm.

14. Loading/unloading for the Vendor Hall Booths # 1-22 and Corridor Booths #A-D will be from the side doors on 43rd Street & these vendors should park in 43rd Street parking garage. Loading/unloading for the Lobby booths # 31-47 will be from the front doors (near Hampton Blvd & 45th Street) – these vendors may park in the 45th Street garage or the 43rd Street garage.

15. Directions, Loading/Unloading Map, organizing committee contacts, booth layouts, event poster, and additional information are available at www.tasteofindiahr.org. Vendors are encouraged to print /distribute the event flier to publicize their participation in the event.

16. If you need individual phone or internet connection, please contact us for applicable charges.

17. In order to provide a variety of choices to both vendors and shoppers, Taste of India is unable to provide exclusive selling rights for any particular product or service to any vendor.

18. Taste of India reserves the right to change the booth location and substitute booth with similar size and relative placement in the vendor area.

19. Taste of India is not responsible for any conflict between the vendor and buyer/event guest/event visitor. Vendor is liable for his/her own Liability or Umbrella Insurance. Vendor will use his/her own insurance in case of any conflict related to products or services sold or offered by the Vendor.