



VENDOR REGISTRATION PACKET

Dear All White Affair Vendor,

Thank you so much for your interest in the 3rd Annual All White Affair!

We are excited about the opportunity to share our vision of a great, safe event for the adults of Nashville with you. We are especially excited to offer this opportunity to share your business with thousands of patrons for this grand evening of fun!

We anticipate a great event -- both in attendance and in scope. We've added some special pieces as well as some special surprises to make this event one for the ages.

Enclosed you will find detailed information regarding vendor participation. Please read the information carefully. If you have any questions, contact Tiffany Irene @ 615-242-5653 or jazzandjokes@gmail.com.

► **Date & Site:**

The site for the "All White Affair" is LP Field Stadium Club. The event will be held on Saturday, June 4, 2011 from 6pm – 11pm. All vendors will be assigned booth space on a first come, first serve basis. Category exclusivity can only be granted to "sponsors" of the event.

► **No Food or Beverage vendors of any kind will be allowed.**

► **Vendor Set-up:**

Set-up will begin on **Saturday, June 4th** at 3pm. Vendor set up must be complete by 5:00pm and all vehicles parked in the designated area. No vendors will be granted access to set up after 4:30pm.

► **Policy and Procedure:**

Every vendor must meet appropriate policies and procedures. (See below). You must display a certificate deeming your tent flame retardant. A Fire Marshall will be on site checking for compliance with regulations.



► **Vendor Guidelines:**

Attached are a set of rules and regulations that every vendor must follow while participating in the “All White Affair.” There is also a waiver sheet that you must sign and return with your vendor application. There are **NO REFUNDS** and we reserve the right to cease vendor privileges at any time.

► **Vendor Application Form:**

The enclosed form must be completed and returned no later than 8/30/10 with the appropriate payment.

- **VIP Vendor (directly inside of door area) = \$250**
 - Includes a 10x10 tent



- **All Star Vendor = \$350 for-profit/\$300 for non-profit**
 - Space is in the main area of the event near the VIP Lounge



Certified or cashier's checks are the preferred forms of payment prior to 6/1/11. Cash payments and money orders are the only acceptable forms of payment after the deadline. Please contact Tiffany Irene at 615-242-5653 with any questions or concerns. All vendors are subject to approval and payments are non-refundable.



► **Equipment Menu:**

We will provide each “All White Affair” Mixer vendor with a location in the designated vendor area. Vendors must supply your own tables, chairs, and any other equipment necessary to ensure prosperity for your organization. All of your equipment and merchandise is required to fit within the assigned 10X10 booth space. Additional space is available for purchase. “All White Affair” is not responsible for vendor set-up or the delivery of vendor merchandise. Unauthorized vehicles will be towed at the owner’s expense.



RULES AND REGULATIONS

1. All White Affair” Mixer is a one-day event that occurs rain or shine. There are no refunds in the event of inclement weather.
2. Vendors must contain their set-up within a 10X10 location. Additional space is available for a fee.
3. All vendors are required to unload their set-up, park their vehicle in the designated area and return to assemble their set up.
4. Vendors must be completely set-up by 5:00pm.
5. Set up time will begin at 3pm. (Meet in Parking Lot S at 2:30pm)
6. The “All White Affair” Mixer reserves the right to cease vendor privileges at any time.
7. NO refunds will be granted.
8. NO vulgarity or insulting behavior from vendors will be tolerated at the “All White Affair.” Violation of this rule will result in the removal of vendor from grounds.
9. No Pets
10. No Illegal Drugs
11. No Weapons
12. Shirt and Shoes Required At All Times
13. No explicit merchandise can be sold. “All White Affair” staff, prior to the event, can review any merchandise that is questionable.
14. All vendors are responsible for the set-up and breakdown of their own merchandise.
15. Security will not be provided to any vendor.
16. NO change (money) is available for vendors.
17. All vendors are required to remain at their location until the event is over. “All White Affair” assumes neither responsibility nor liability for vendor locations left unattended.
18. All vendors are subject to inspection by public safety, taxation and health officials prior to, during and after the event.
19. NO selling or distribution of food or beverages of any kind are permitted. These rights are exclusively reserved for the official vendor of LP Field.
20. Use of the official “All White Affair” logo or likenesses thereof on any merchandise is prohibited. Any vendor in violation of this rule will be prosecuted.
21. NO vendor may bring a vehicle to his or her vendor location until “All White Affair” officials deem the event complete and clear of excessive traffic.



VENDOR ACKNOWLEDGEMENT

I have read all the rules and regulations pertaining to vendor participation at the "All White Affair" 2011. I agree to abide by the rules and regulations stated in the vendor registration packet. Violation of any of these rules set forth by "ALL WHITE AFFAIR" will result in my vendor privileges being revoked without a refund. I agree and understand that any t-shirt, food and/or liquid beverage sales/distribution will also result in my vendor privileges being revoked and fee forfeited. I understand that this registration packet serves as the only warning that I will receive and that termination of my vendor privileges is without negotiation or refund.

Business Name _____

Vendor Signature Date _____



VENDOR APPLICATION FORM CONTACT INFORMATION

Business Name: _____

Contact Person: _____

Business Mailing Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

BUSINESS INFORMATION

Please detail the item(s) that you plan to sell:

ITEM

ITEM

I have filled out this application to participate as a vendor in the "All White Affair" on June 4, 2011. I understand and agree to abide by the rules and regulations outlined in the vendor registration packet. I understand that I will not be entitled to a refund in the event my vendor privileges are revoked.

Vendor signature _____

Date _____

***All applications are subject to approval by the "All White Affair" committee. Please remit the completed vendor registration form via fax at 615-687-8300 and payments to:**

3 Entertainment Group LLC
174 3rd Avenue North
Nashville, Tennessee 37201