



## Sixth Annual South Carolina Black Pride Community Expo June 25, 2011 Vendor Application Form

The South Carolina Black Pride Leadership invites you to exhibit at our 6<sup>th</sup> Annual Community Expo; our theme this year is “Mind, Body, & Soul.”

This event will be held on Saturday, June 25<sup>th</sup> at The Columbia Metropolitan Convention Center, 1101 Lincoln Street. The Expo will take place from 2:00 pm until 9:00 pm. Last year we had an attendance of 200 people. The Expo will feature live entertainment and workshops. We welcome you to come and share the information about your organization or to market your goods and services (not including food items that are not small samples.)

Vendors should be mindful that children may be present at this Expo. If your booth will contain items that are of an adult-nature, these items must be displayed so that they are out of the reach of children. We will also have giveaways and other contests throughout the day, so feel free to donate an item for our raffles.

The Expo will be on the Lower Level – Richland Meeting Rooms A & B . Vendor tables will be placed both inside the main room as well as the atrium area just outside of the main doors. All of the events will take place in the ballroom. The cost is \$100 (For Profit Groups – selling items) and \$85.00 (Non-Profit/Governmental Agencies). Vendor spaces are available from 2:00 pm to 8:00 PM. All vendors are responsible for clean-up, and must have completely broken down displays by 7:30 PM

The South Carolina Black Pride will provide each vendor with a standard 6 foot table-space and 2 chairs, but this is on a first-come, first-serve basis only.

**For more information, please contact Gary Rhett, Vendor Coordinator at [vendors@southcarolinablackpride.com](mailto:vendors@southcarolinablackpride.com) or via telephone at 803-354-1783**

**Expo Location** – The Columbia Metropolitan Convention Center, 1101 Lincoln Street, Columbia SC 29201. Directions will soon be available on the SC Black Pride website: [www.southcarolinablackpride.com](http://www.southcarolinablackpride.com)

6<sup>th</sup> Annual South Carolina Black Pride  
Community Expo  
June 25, 2011  
Vendor Application Form

**Deadline - June 17, 2011**

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Non-Profit (Proof is required) \_\_\_\_\_

Description of Organization/Business \_\_\_\_\_

Description of Any Goods Being Sold \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Email \_\_\_\_\_

**Please Circle One: \$100.00 (For Profit/Business) \$85.00 (Non-Profit Organization)**

**Total amount enclosed:** \_\_\_\_\_

**Checks are payable to: South Carolina Black Pride**

- *You may also pay via the Pay pal link on our home page [www.southcarolinablackpride.com](http://www.southcarolinablackpride.com)*

**Mail Payment to Vendor Application and Agreement to:**

South Carolina Black Pride  
Attn: Gary Rhett, Vendor Coordinator  
[vendors@southcarolinablackpride.com](mailto:vendors@southcarolinablackpride.com)  
P.O. Box 8191  
Columbia, SC 29202



# 6<sup>th</sup> Annual South Carolina Black Pride

## Community Expo

June 25, 2011

### Vendor Agreement

I declare by signing this form that all of the information that I have provided is accurate and true. I also understand that South Carolina Black Pride reserves the right to eliminate my booth and keep my payment if:

- (1) The information I have given is not accurate;
- (2) I do not treat SC Black Pride leaders or guests at the event with dignity and respect.

#### Terms and Conditions:

1. The acceptance of all applications is based on when and if they are received by the SC Black Pride by June 17, 2011.
2. The Expo is a community event. Diversity of vendor items/information is encouraged.
3. All vendors are required to be set-up between 12:00 p.m. and 1:30 p.m., to be open by 2 pm, to remain open until 7:30 p.m., tear down starting at 7:30 p.m. and vacate the premises by no later than 8 p.m.
4. Noise, smoke, visual displays shall not interfere with neighboring vendors or with the enjoyment of the public at the Expo and must comply with all Convention Center rules, municipal ordinances, and fire laws. Only printed signage is permissible and not items may be taped or pinned to walls.
5. All business or other activity for which the vendor has rented space must be conducted in your designated area only. No distribution or solicitation of any kind may be done by strolling through the Expo, without prior written permission.
6. Vendors must be mindful that children will present at this Expo and it is a family-oriented event. If your booth contains items that are of an adult-nature, these items must be displayed so that they are out of the reach and plain sight of children.
7. The Columbia Convention Center does not permit the sale of food items of any kind. They do permit vendors to provide food samples to prospective customers as long as these items are unique (e.g. gourmet chocolate), are not available on the premises, and do not compete with the Columbia Convention Center's concessions.
8. Vendors are responsible for any damages caused to other vendors, the Convention Center's property or to the event.
9. Applicants understand that S.C. Black Pride has no control over the weather, acts of God, acts of terrorism, governmental intervention, or any other cause that may prevent and/or interrupt the celebration; as such, all participants shall hold S.C. Black Pride harmless of any losses that could arise because of such events.
10. The applicant agrees to defend, indemnify and hold harmless, S.C. Black Pride, the Courtyard by Marriott, the city of Columbia, S.C., or any other corporation or entity should the event location change, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed, or recovered against or from the said parties by reason of any damages to property, personal injury, or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the expo, and regardless of which claim, demand, loss, cost or expense in whole or in part by the negligence of the Marriott's staff or by third parties or by agents, servants, employees or factors of any of them.

**Cancellation Policy:** Exhibit fees must be paid in full with signed contract. Cancellations received before June 3, 2011, will receive a 50% refund and must be in writing. After June 3, 2011, refunds will only be offered if SCBP is able to resell the booth location.

\_\_\_\_\_  
(Your Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
S.C. Black Pride Representative

\_\_\_\_\_  
(Date)