



# “Te Ori Here” 2017

Saturday, April 8, 2017 10am-6pm

Century High School

1401 S. Grand Ave

Santa Ana, CA 92705

## GUIDELINES FOR VENDORS

### HOURS OF OPERATION

- Saturday April 8, 2017. Load in 9-10am. Doors open 10am. Vendor shopping from 10am-6pm. Load out approximately 6-7pm.

### BOOTH GUIDELINES

- Vendors are responsible and liable for all taxes and financial reporting as a result of your participation in Te Ori Here.
- In addition, CA State law requires in the event of an onsite audit, you must have your CA Seller Permit with you.
- Vendor may only sell items listed and approved on your application.
- Te Ori Here c/o Le Polynesia will not be held responsible for any lost or damaged items.
- Vendors are responsible for maintaining and cleaning their respective area.
- Vendors must carry a fire extinguisher in their booths.
- Le Polynesia anticipates that each vendor will conduct themselves with the highest standards, best representing the spirit of Polynesia. We reserve the right to ask you to refrain and cease any behavior or activity not in keeping with the standards of our organization. Non-compliance will result in the closure of your booth without the refunding of your booth fees.
- Each vendor will receive an assigned space. Each space is 10' x 10' feet wide. The space will be issued upon receipt of completed vendor Registration form and payment.
- Vendors are required to provide the following: Tables and chairs, lighting, extension chords, and current resale permit. Electrical outlets are available for use.
- Each vendor is allowed 2 free passes per booth. General admission tickets are \$15 pre-sale, \$20 at the door.
- Booth banners may be displayed with the authorization of Le Polynesia. They are not to be larger than 4 feet by 10 feet. Structure needed for display must be provided by the vendor.
- Smoking or alcohol is not permitted on school campus.

For more information and/or questions, please contact Guy or Lori Montgomery, Directors Te Ori Here c/o Le Polynesia at 949-466-9010 or 949-636-1540.

**I understand the above vendor guidelines and agree to abide by them. Sign and return with application to:  
Le Polynesia at 22706 Aspan Suite 700A Lake Forest, CA 92630.**

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Name of organization or company

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Name of representative

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Signature

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date

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**LE POLYNESIA CULTURAL PERFORMING ARTS CENTER**

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949-466-9010

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