

**AFFILIATED TRIBES OF NORTHWEST INDIANS
EXHIBITORS/VENDORS APPLICATION FORM**

A limited number of spaces are available for organizations, firms and vendors.

Annual Conference September 21-24, 2009 Tacoma, WA

EXHIBIT FEE SCHEDULE:

Check One:

_____ Indian Arts & Crafts	\$150	_____ Corporation	\$450
_____ Tribe/Tribal Enterprise	\$250	_____ Federal Agency	\$600
_____ Non-Profit Organization	\$250	_____ Gaming	\$600
_____ Educational Institution	\$300		

One Complimentary Conference Registrations (including hosted food events) are included with each Exhibitor/Vendor Registration. **Please read attached rules & regulations guidelines for Vendor/Exhibitors.**

NAME OF ORGANIZATION:

NAME OF REPRESENTATIVE(S):

TRIBAL AFFILIATION:

MAILING ADDRESS:

CITY:

State:

ZIP CODE:

TELEPHONE:

FAX:

E-MAIL ADDRESS:

PRODUCT OR PROMOTION DESCRIPTION:

NEEDS: Electricity [] Other [] If other please describe:

I agree to abide by the following rules for Exhibitors/Vendors and have read the Vendor/Exhibitor rules & regulations guideline document:

Signature:

Date:

For ATNI Use Only:

Date Received: _____

Accepted: _____ Yes _____ No

Fee Paid: _____

Check #: _____

Received by: _____

Dated : _____

Visa: _____

Cash: _____



DEADLINE – September 14, 2009

The ATNI 2009 Annual Convention offers an excellent opportunity for vendors to showcase their products, programs and services to over 500 key tribal decision makers from our 57 member tribes from Alaska, Washington, Oregon, Idaho, Montana, Nevada and California who attend the annual convention.

DEADLINE

The postmark deadline date for exhibit booth applications is September 14, 2009. Tables will be assigned on a “first-come first-serve” basis. If tables are still available after the deadline, Exhibitor/Vendors may apply for space at an additional \$100. **THERE WILL BE NO REFUNDS ON BOOTH FEES.**

EXHIBIT PACKAGE

Each Exhibitor/Vendor is provided with : One (1) 6 foot draped table; Two (2) Chairs; One (1) Identification sign; One (1) waste basket and exhibit registration for two (2) people. Exhibitor/Vendors may not sublet or share the whole or any part of their booth. All booths selling raffle tickets must be pre-approved by the ATNI Board.

INSURANCE

ATNI and the ATNI 2009 Annual Local Planning Committee are not liable for any theft or damage to an Exhibitor/Vendor’s property or personal possessions. All Exhibitor/Vendors are advised to carry their own insurance for theft or damage to their property or personal possessions.

DAMAGE

Exhibitor/Vendor’s shall not damage in any way the walls or materials, including the use of nail, tacks, hooks, screws, staples, or any other devices which will mark or deface property. Exhibitor/Vendors may not obstruct or hide other exhibit areas.

DECORATOR

All Exhibitor/Vendors will complete registration forms completely to indicate all needs for electrical outlets, audio/visual equipment, etc.

TRADESHOW RULES

All Exhibitor/Vendors agree to:

1. Comply with the conditions under which exhibit space in which is leased to ATNI;
2. Understand that, upon acceptance of the exhibit application form by ATNI, a contract between the Exhibitor/Vendor and the ATNI is in full force and effect consisting of the application and the exhibit regulations.

Exhibit Table fees do not constitute as a waiver for the registration and membership fees. Exhibitor/Vendors who wish to attend General Assemblies, Committee Meetings and Workshop or have voting privileges must register for the convention.

EXHIBITOR/VENDOR CHECK IN/SET-UP AND TEAR DOWN

Exhibitor/Vendors may check-in to start setting up their tables on Sunday, September 20, 2009 from 4:00pm to 6:00pm. Exhibit dismantle is from 12:00pm to 3:00pm September 24, 2009.

BOOTH APPLICATION

To apply for an exhibit booth, complete the registration form and return on or before September 14, 2009.