

**2012 COLUMBIA INTERNATIONAL FESTIVAL Information**  
**National Exhibits, International Bazaar, Service Organization/Educators and Corporate Sponsors**

*National Exhibit Booths* feature a particular nation's culture  
*International Bazaar Booths* feature international items for sale  
*Service Organizations/Educators Booths* features socio-civic or educational entities  
*Corporate Sponsor Booths* feature a wide variety of businesses and organizations

The Festival Office reserves the right to assign booths based on application date, space limitations, variety sought (for items being sold) and other considerations. The registration deadline is **February 28, 2012**. If you have any concerns about the requirements presented or matters not addressed by Festival documents, please call the Festival Office to discuss your concerns BEFORE sending in your application.

**NATIONAL EXHIBITS:**

- "National exhibit" booths are free. Generally only ONE booth is available per country; however organizers reserve the right to allow more than one group to represent a country if warranted by special considerations.
- Displays can include (but are not limited to) posters, pictures, art, sculpture, souvenirs, books, paintings, etc. Exhibits should reflect your country's national character. Active features are encouraged; ideas include writing names in your language, showing videos, demonstrating instruments or skills and telling stories about the clothes and pictures on display. Special stamps may be provided so you can validate children's "passports" on Friday, Saturday, and Sunday. You must register by the deadline to guarantee the inclusion of your country in the passport. We encourage you to contact your "region" coordinator while planning your exhibit (call the International Friendship Ministries [IFM] Office for the phone number).
- You may NOT SELL anything in a National Exhibit. However, as a national exhibitor, you may opt to purchase an additional booth in the International Bazaar and/or in the food court if you wish to sell items/food.

**INTERNATIONAL BAZAAR SECTION**

- Sale items can include (but are not limited to) arts & crafts, post cards, photos, paintings, books, sculpture, souvenirs, posters, wood, leather, paper, clay, clothing, pre-packaged food (not home-made), etc. Items should reflect your country's national character. All items must be appropriate for viewing by all ages as determined by the Festival Office. T-shirts can only be sold if they feature original, one-of-a-kind artwork. Vendors should come with enough cash (small bills/change) for the entire event as the Festival Office does not provide loose bills/change.
- Friday, Global Education Day: We recommend small items for sale that might appeal to children/youth/teachers.
- Booth Fee/Tax: There is a one-time charge of \$500 for Bazaar booths. An additional \$100 will be charged for a corner booth request. If there are still spaces available after the registration deadline, vendors might be able to purchase a second booth for an additional one-time fee of \$300. By law, each vendor must file a Special Event Sales Tax return (for more information, please contact the SC Department of Revenue/Taxation).

**SERVICE ORGANIZATION/EDUCATORS SECTION**

- South Carolina Service Organizations and Educational Institutions are given an opportunity to showcase the work they do in our community. One booth is assigned based on the application date and for a minimum donation of \$250. The Festival Office reserves the right to limit the number of booths representing the same type of organization. Due to space limitations and other considerations, all applicants may not be accepted. If there are still spaces available after the registration deadline, you may be able to secure a second booth for an additional donation of \$100.
- You may not sell anything in this section.

**CORPORATE SPONSORS SECTION**

- Corporate Sponsors are given an opportunity to showcase and publicize their business. One booth is assigned based on the application date and for a minimum donation of \$1,500.
- You may not sell anything in this section.

**2012 COLUMBIA INTERNATIONAL FESTIVAL Application**  
**National Exhibits, International Bazaar, Service Organization/Educators and Corporate Sponsors**

The deadline for receipt of signed applications is **February 28, 2012**. Applications must be accompanied with payment for registration fees. *All applications are subject to acceptance by the Festival Office. You will be informed about your acceptance within 2 weeks of receipt of your application.* Booths will be assigned at the discretion of the Festival Management. Refunds will not be made in case of entrants' withdrawal or removal after acceptance.

Festival Registration Fees: Check all that apply and write the amount in the rightmost column.

<b>Booth Type</b>	<b>Check all that apply</b>	<b>Fees</b>	<b>Amount Due</b>
National Exhibitor	<input type="checkbox"/>	National Exhibitor (FREE) Country/Countries Represented: _____	N/A
Bazaar Vendor	<input type="checkbox"/>	Bazaar Vendor (\$500) I will be selling items which represent the nation/culture of _____	\$
	<input type="checkbox"/>	Request for corner booth (\$100 additional)	\$
	<input type="checkbox"/>	Request for 2 <sup>nd</sup> booth (\$300 additional)	\$
Service Organization	<input type="checkbox"/>	Service Organization (501c(3) minimum \$250 donation) Name of Organization: _____	\$
	<input type="checkbox"/>	Request for 2 <sup>nd</sup> booth (\$100 additional)	\$
Corporate Sponsor	<input type="checkbox"/>	Corporate Sponsor (minimum \$1,500 donation) Name of Corporation: _____	\$

Booth SUBTOTAL \$

Each booth will have one skirted table and two chairs for free. Extra tables, chairs, and skirts are available for rent. Enter the quantity desired, item totals, and subtotal.

<b>Rental Items</b>	<b>Per Unit Rental Fee</b>	<b>Quantity</b>	<b>Amount</b>
Skirted table with cover	\$25	× =	\$
Table with no skirt	\$15	× =	\$
Chairs	\$5	× =	\$

Rental Items SUBTOTAL \$

Add the Booth and Rental Item Subtotals, and enter the Amount Enclosed below.

**AMOUNT ENCLOSED** \$

**Submit the following:** Completed Application and a check for the booth and rental items. Make checks payable to *Columbia International Festival*. Fees are non-refundable unless application is rejected. Fees are also non-refundable for no-show bazaar vendors.

National exhibitors are encouraged to participate in the Parade of Nations and/or the Children's Fashion Parade. Please fill out and submit that form as well.

**AGREEMENT:**

I, the undersigned, wish to participate in the Columbia International Festival and I have read and agree to abide by the festival rules. If applicable, I am responsible for collecting SC sales tax. As the representative of the group/organization named on this form, I also acknowledge responsibility for any loss or damage to people or property caused by anyone we enlist to help us during the festival, and I further release the Columbia International Festival Committee, its agents and festival staff/volunteers, and the SC State Fairgrounds and its employees from any claims concerning my organization or volunteers resulting from events at the festival. I am responsible for listing all workers related to my group (including children ages six & up) on the crew list and making sure all participants are informed of and understand festival regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name in Print: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 E-mail (required): \_\_\_\_\_ Fax: \_\_\_\_\_