

**SOKA UNIVERSITY'S**  
**16th ANNUAL INTERNATIONAL FESTIVAL – May 6, 2017**  
**REGISTRATION FORM FOR EXHIBITORS – Festival goes on Rain or Shine!**

Exhibitor set-up is Friday, 5-7 pm and Saturday 6:30-9:30 am. Please be **set up by 9:30 am** because we will **close Exhibitor unloading areas and University Circle at that time and you will have to haul your goods from Parking Lot A if you come late.** Festival opens at 10:30 am but people come early. We will have continuous international music and dance until 5:00 p.m. International attire encouraged. **All exhibitors agree to remain open until 5:00 p.m.** Your space is not reserved until both **registration form and check** have been received. **No canopies larger than 10' are permitted unless you are buying two spaces.**

**Company/Organization** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_ **Non-profit?** \_\_\_ **Business?** \_\_\_  
**Address** \_\_\_\_\_ **City** \_\_\_\_\_  
**Zip** \_\_\_\_\_ **Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**We would prefer our exhibit location to be:** (mark 2 choices in order of preference)  
\_\_\_ **Recreation Center Inside (100's)** 360-seat stage, 6' tables only, no electrical, A/C  
\_\_\_ **Recreation Center Front (200's)** Concrete or grass, 10x10 canopies ok, limited electrical on sides – food only  
\_\_\_ **University Circle (street) in front of Recreation Center (300's)** asphalt or grass, 10x10 canopies ok, no electrical  
\_\_\_ **University Circle (grass only) in front of Founders Hall (400's)** Parking lot side of the street, 10x10 canopies ok, no electrical  
\_\_\_ **University Circle (street) in front of Founders Hall (400's)** Lake side of street, asphalt, 10x10 canopies ok, no electrical  
\_\_\_ **Founders Hall Front (500's)** Paving stone, 8x8 or smaller canopies only, electrical on wall side only  
\_\_\_ **Peace Lake (600's)** Near 170-seat stage, paving stone, 8x8 or 10x10 canopies, wall side only, no electrical  
\_\_\_ **Peace Lake Semi-Circles (R 1-8)** Paving stone, 10x10 canopies ok, limited electrical – food only  
\_\_\_ **Founders Hall Inside (700's)** 6' tables only, tight area (not 10' wide), electrical available, A/C  
\_\_\_ **Adventure Land (800's)** Kids area, grass, 10x10 canopies ok, limited electrical first row, access uphill to set up  
\_\_\_ **Performing Arts Center Plaza (900's)** Concrete, 1000-seat stage entrance area, 10x10 canopies ok

**My check is enclosed for: Space with 6 ft. table and 2 chairs:** \_\_\_ \$35 for non-profits before March 1, 2017, \$85 after  
\_\_\_ \$125 for businesses before March 1, 2017, \$175 after

Most spaces are 10 ft wide unless inside buildings -- but not always 10' deep depending upon location. Bring your own tablecloth.  
\_\_\_ **Optional canopy** is an additional \$35 (you can bring your own 10 x 10 or smaller, but note size limits in some areas)  
\_\_\_ **Optional standard electrical connection** is available in limited locations for an additional \$35 (**bring extension cord**)

**I will be selling or displaying** (brief description): \_\_\_\_\_

**Only non-profit organizations may sell food. Health Permit exemption form** and proof of 501(c) 3 status required to be attached to this form. (Form available at [www.soka.edu/festival](http://www.soka.edu/festival). **Fuel to be used:** \_\_\_\_\_ (No charcoal permitted)

**All exhibitors** are asked to donate a small item (gift basket, gift certificate, product, toy, book, etc.) for the Opportunity Drawing. Please bring item to the **SUA Information Booth** in front of the Recreation Center by 10 am.

**I will bring** \_\_\_\_\_

Do you need one parking pass for additional staff coming after 9:30 am? Yes \_\_\_ No \_\_\_

**No pass is needed if staff come before 9:30 am.** Parking for exhibitors is in Parking Lot A next to Founders Hall.

Would you like **festival flyers** to give out to customers/clients before the event? If yes, how many? \_\_\_

Would you be willing to **email a festival flyer** to your email list before the festival? \_\_\_

**\$100 Banner Sponsor:** Would you like a **banner on a festival wall near Peace Lake Stage and your name bold in the program?** \_\_\_  
(You provide banner to Soka University by May 1, 2017)

Please return this form with check made out to **Soka University** by **March 1, 2017 for Early Bird prices.** After March 1st prices increase by \$50. **Deadline to be listed in program or to submit health permit form: April 1, 2017. Confirmed exhibitors will be listed at [www.soka.edu/festival](http://www.soka.edu/festival) on the Exhibitors page – Exhibitors Registered To Date. THIS IS YOUR CONFIRMATION.** Make a copy of this form for your records. Exhibitor space reservations are made on a first come, first served basis. SUA reserves the right to refuse exhibitor space to anyone. SUA does not issue refunds for cancellations, but will grant credit for the next year's festival if cancellation is made before April 1, 2017. Mail to: **Soka University's International Festival, 1 University Drive, Aliso Viejo, CA, 92656.** Questions? [www.soka.edu/festival](http://www.soka.edu/festival) (click on Exhibitors) [info@soka.edu](mailto:info@soka.edu) Phone: (949) 480-4081 Fax: 949.480.4260