



American Indian Alaska Native Tourism Association

21ST ANNUAL

AMERICAN INDIAN tourism conference



SEPTEMBER 16-19, 2019 | HARD ROCK HOTEL & CASINO TULSA
HOSTED BY CHEROKEE NATION

Exhibitor and Artisan Application

Organization: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Office Phone: _____ Evening: _____ Cell: _____

Email: _____ Website: _____

Brief Description of Product/Service: _____

Exhibit Fee(s):

Artisan Fee Includes: One 6' draped table with 2 chairs, signage and complimentary WiFi.

Exhibitor Fee Includes: All of the above, plus one full conference name badge, conference attendee mailing list and a complimentary listing in program.

Booth Type: Exhibitor w/ Pipe & Drape \$800 Artisan \$150, plus Silent Auction Donation (\$75 value)

Add On: Full Page Ad \$475 Half Page Ad \$250 Ad Design Service \$100 Extra Table \$50

Total Amount Due: \$ _____

Please charge by credit card. Check the card you wish to use: Visa MC AMEX

Name on Card: _____ Today's Date: _____

Credit Card No.: _____ Exp. Date: _____ CVV: _____

Space will be assigned by AIANTA when payment is received. Full payment must be received by August 16, 2019. **No personal checks accepted.** See Cancellation Policy on next page for refund information.

SEQUOYAH 3 AND 4	Sept. 15, 2019	Sept. 16, 2019	Sept. 17, 2019	Sept. 18, 2019
SET UP	12:00 pm - 6:00 pm			
EXHIBIT HOURS		7:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 1:00 pm
TEAR DOWN				1:00 pm - 3:00 pm

American Indian Alaska Native Tourism Association • PO Box 70413 • Albuquerque, NM 87197-0413

TERMS & CONDITIONS

Sponsors, Exhibitors and Artisans (hereinafter known as "Exhibitor") agree to the following terms:

1. **Payment Deadline:** Payment must be paid in full by August 16, 2019, to receive benefits. Unpaid pledges will result in loss of benefits, including priority choice in exhibit space and listing in printed materials.
2. **Cancellation Policy:** Cancellation requests must be submitted by August 1, 2019, to receive refund, less a \$50 administrative processing fee.
3. **Cancellation of Show:** In the event of conference cancellation due to fire, strikes, government regulations, Acts of God or other causes beyond the control of the sponsoring organization, AIANTA or its agents shall not be held liable for failure to hold the conference.
4. **Tax Deduction:** AIANTA is a 501(c)(3) charitable organization. Your donation/contribution may qualify as a tax deduction. Contact your tax advisor for more information. TIN: 45-0541654
5. **Artisan Booths:** AITC offers American Indian artisans and Native-owned businesses the opportunity to sell handmade/handcrafted works. AIANTA adheres to the Indian Arts and Crafts Act to define who is an Indian artist. Please be prepared to share your tribal documentation. Please, no manufactured artwork.
6. **Table Assignments:** Space will be assigned by AIANTA when payment is received. AIANTA reserves the right to reassign space should the need arise. Table assignments are not transferrable.
7. **Shipping/Storage:** Shipping and storage logistics will be sent to confirmed exhibitors. Exhibitors are responsible for shipping costs and making arrangements.
8. **Security/Liability:** The exhibit area is not secure. The exhibitor assumes responsibility for losses, damages and claims to equipment and other property brought upon the premises of the host facility. Exhibitor shall indemnify and hold harmless the host facility and its sponsors/organizers or any other authorized representative agent or employee of the foregoing for any and all losses, damages and claims.
9. **Damage:** Exhibitors will not fasten any fixtures to the floors, walls, columns or ceilings of the exhibit area. Exhibitors will be liable for any damages caused by such fastening and for any damage to equipment furnished by service suppliers designated by them.
10. **Permits/Licenses:** Each exhibitor is responsible for obtaining all necessary licenses and permits to use music, photographs or other copyrighted material. The exhibitor shall remain liable for and shall indemnify AIANTA, their agents and employees, harmless from all loss, cost claims, causes of actions, suits, damages, liability, expenses and costs, including reasonable attorney's fees, arising from or out of any violations or infringements (or claimed violation or infringement) by exhibitor, exhibitor's agent or employees of any patent, copyright or trade secret rights or privilege.
11. **Tables:** Vendors cannot bring in outside tables. Additional tables can be bought for \$50. Secondary tables must be fully contained in the primary exhibit space, and should not be considered access to a secondary space. No canopies or tents are allowed. All packing materials must be out of sight.
12. **Name Badges:** One Exhibitor registration badge is provided for full conference access and meals (does not include artist registration). Exhibit Only Badges do not include meals or access to sessions. Meal tickets may be purchased at registration for an additional fee.
13. **Sharing/Subletting:** Artists cannot share a booth at any time. However, they may rotate their time – example Artist 1 may display on Tuesday, while Artist 2 may display on Wednesday.
14. **Sales Taxes:** Vendors are responsible for paying sales tax on merchandise sold.
15. **Code of Ethics:** Exhibitor and its agents agree to adhere to AIANTA's Code of Ethics (www.aianta.org/code-of-ethics-pledge). Exhibitor and authorized representative(s) must provide a signed copy of the Code of Ethics to AIANTA along with this form.

Authorized Signature _____ Date _____

**Submission of application does not guarantee exhibit space. Confirmation will be sent via email.*

2019 American Indian Tourism Conference
Attention: **Nelly Portalatin**, Exhibit Coordinator
Phone: (480) 477-9147 Ex: 701 Email: events@aianta.org