

HLUB 2018



GALATIANS 4:19

HLUB Conference Vendor Application

VENDOR APPLICATION PROCESS

1. All vendors must complete the HLUB Vendor Application Form (last page) with the appropriate signatures or their application will not be considered. Once completed, please mail to the address listed on the form or scan and email to HLUB@hmongdistrict.org. **Applications are due May 31, 2018.**
2. All vendors must submit samples/images of all products being sold to Alliance Youth of the Hmong District. (Scans, prints, and photos are acceptable, but all text and images must be readable.) Failure to submit appropriate samples/images may delay the approval of your application and can lead to a disapproval of your application.

You can send electronic scans, photos, MP3s, etc. to HLUB@hmongdistrict.org

3. Upon receiving your application and all samples, your application and samples will be reviewed.
4. If approved as a vendor for the HLUB Conference, you will be notified by email and the Vendor Fee of \$75.00 must be received within two weeks in order to secure your vendor booth. Due to the limited number of vendor booths available, failure to receive the fee within two weeks may cause a forfeiture of your spot.

The HLUB Conference reserves the right to disapprove/deny any Vendor application that does not adhere to its beliefs and values or conflicts with the message and purpose of the HLUB Conference.

For questions, please contact HLUB@hmongdistrict.org or 720-441-3652.

VENDOR RULES & REGULATIONS

1. All items to be sold must adhere to the beliefs and values of the HLUB Conference and the Hmong District of the C&MA. All items must be pre-approved along with the application.
2. Only the products listed on the Vendor's application may be sold during the conference.
3. Only two representatives per vendor booth are permitted and only those with proper identification as the appropriate vendor rep are allowed behind the booth table at any/all times. Attendees are not allowed behind booths, unless pre-approved by the Alliance Youth Director for the Hmong District C&MA.
**Attendees/Volunteers/Chaperones are not allowed to be an exhibitor/vendor.*
4. Vendors selling CDs/DVDs must provide a headset for customers to listen to their products. We will not allow anyone to play his/her music out loud using any other electronic device.
5. Vendor booths are limited and will be assigned on a first come, first serve basis (upon receipt and approval of application and vendor fee).
6. Vendor booths are not to be moved or switched at any time.
7. Vendors should provide their own dolly/cart to move merchandise around and are responsible for handling their own merchandise.
8. Personal/Individual product(s) must have the endorsement of your church leadership (pastor(s)/elders) before we consider your application.
9. Be respectful of other vendors and exhibitors around you.
10. The Alliance Youth of the Hmong District does not endorse any individual products being sold at the HLUB Conference.

Violation of the above Rules and Regulations will result in dismissal from the HLUB Conference and from the Wheaton College property, without refund.

The HLUB Conference reserves the right to restrict or evict any and all Vendor booth activities that does not adhere to its beliefs and values or conflicts with the message and purpose of the HLUB Conference. In the event of such a restriction or eviction, the Conference will not be liable for any refunds or other exhibit expenses.

HLUB 2017 Vendor Registration Form

Deadline for application: May 31, 2018

Vendor Fee: \$75.00 (to be paid upon approval of application)

Name of Vendor _____

Street Address _____

City _____ State _____ Zip Code _____

Contact Person _____

Phone Number _____ Email Address _____

Representative #1 (Full Name) _____

Representative #2 (Full Name) _____

*Attendees/Volunteers/Chaperones are not allowed to be an exhibitor/vendor.

Brief description of item(s) to be sold: _____

Please list all items to be sold (if you need additional room, please attach a separate list of all items): _____

By submitting this application, I have received, reviewed, and agree to the Rules and Regulations set forth by the HLUB Conference. I understand that if I should violate any of the rules or regulations, HLUB Conference staff may restrict or dismiss me from the conference.

Applicant's Signature

Date

Printed Name

(For personal/individual products only)

"I have reviewed and fully endorse the product(s) to be sold at the HLUB Conference by this vendor."

Pastor's/Elder's Signature

Date

Pastor's/Elder's Printed Name

Send completed application by e-mail to:

HLUB@hmongdistrict.org

FOR OFFICE USE ONLY	
Date received: _____	Fee received: _____
Approved by: _____	
Date: _____	