



Dear Non-Profit:

This year, we are again partnering with various groups to plan a bigger and better community pride event than the last one. Named Pride 4 Ewa 2008: Bringing Our Community Together, this event will be held at Keaunui Park (aka Area 29) in Ewa, May 10, 2008. Pride 4 Ewa 2008 will continue to be a celebration of youth and families featuring fun games, great entertainment and the first time, a resource fair highlighting the programs and activities available to youth in our community.

We would like to invite your organization to participate in Pride 4 Ewa 2008 as an exhibitor. We believe your presence and support will help strengthen the quality of our event.

Please take a moment to review the enclosed exhibitor reservation and survey forms for additional information. The deadline for submission is April 18, 2008.

Please be aware that this year we are including a \$50 damage deposit, which will be fully refunded provided that all conditions are honored in the "Exhibitors Agreement". Late setups and early breakdowns will not be allowed this year, and are not in keeping with the spirit of the event. Several exhibitors left inordinate amounts of rubbish in their areas last year; therefore a separate deposit check is required and will not be cashed provided that you completely avoid the aforementioned conditions.

Pride 4 Ewa is not just the name of our event; it is an invitation to those who live and work in Ewa to celebrate the enduring pride of this community. Thank you in advance for your time and consideration. If you have any questions or need further information, please call Karen Ashby at 685-0111.

Mahalo!
Ewa by Gentry Community Association



Bringing Our Community Together
Saturday May 10, 2008
Keaunui Park (aka Area 29) in Ewa

EXHIBITOR INFORMATION FORM

Time: Arrive & Set-Up 5:30am – 8:00am
 Event 8:00am - 5:00pm
 Breakdown 5:00pm - 7:00pm

Location: Keaunui Park (aka Area 29) in Ewa

Event Description: This free drug-free and alcohol-free event promotes healthy lifestyles and activities available to youth in Ewa. Favorite local eateries will be selling food and non-alcoholic beverages. Various organizations will host educational activities and exhibits. This is a non-profit event promoting community pride in Ewa.

Major Coordinating Sponsors: Ewa by Gentry Community Association
 Gentry Homes

Exhibit Space: NO CHARGE. We will provide tenting, 1 table and 2 chairs for each exhibitor.
 \$50 refundable damage deposit check dated for May 10, 2008

Name of Organization:	
Contact Name:	Phone: Fax:
Address:	E-mail:
Please note any special needs. We will TRY to accommodate.	

Please complete and mail to Ewa by Gentry by April 18, 2008.
 Please retain a copy for your records. Questions? Call 685-0111
 Mail to: 91-1795 Keaunui Drive Ewa Beach, Hawaii 96706

PRIDE 4 EWA 2008 AGREEMENT

This contract between the Ewa by Gentry Community Association and the Exhibitor shall be for the May 10, 2008. Pride 4 Ewa Event to be held at Keaunui Park (aka Area 29) in Ewa. The term 'Exhibitor' will apply to all food vendors, businesses or commercial entities, crafters and any other participants who will be dealing with the Ewa by Gentry Community Association and the general public. The Event will be open to the public from 8:00am to 5:00pm.

Each Exhibitor must execute a contract for the right to exhibit. Subletting or assignment is prohibited. Exhibitor space contracts will not be binding in the event of fire, strike, riot, civil commotion, natural disasters, acts of God, war or other unavoidable circumstances which render the park unfit for use or restrict limits or prevent the presentation of the Event. Exhibitors shall indemnify and hold harmless Gentry Homes Ltd., its employees, EBGCA, its Board of Directors, staff, and its co-sponsors from all liability, which may ensue from any cause. Gentry Homes, its employees, EBGCA, its Board of Directors, staff and co-sponsors shall not be responsible for damages or otherwise to any exhibitor by reason of war, civil commotion, riot, fire, natural disasters or occurrences, acts of God or any causes beyond control which in any manner restricts, limits, or cancels the Event. The Event will be held, rain or shine.

Exhibitors shall be contained within their designated area or booth. Exhibitors shall not solicit or distribute handbills, brochures, or any other printed promotional material outside of their booth area. Interference with the light, space, or presentation of another Exhibitor will not be allowed. Placement of signs, banners, and/or advertising material shall be of good taste and the Ewa by Gentry shall have the right to remove any material it deems offensive. Public address systems, sound, motion pictures or other demonstrations or equipment with objectionable light or noise as determined by the Ewa by Gentry will not be permitted.

Exhibitors will be held responsible for any damages to the grounds, landscaping, facilities, equipment, or decorations caused or occasioned by them, their employees, agents, or representatives. Sprinkler systems must be protected against any damage or dangerous conditions. The storage of gasoline, kerosene, acetylene, or other flammable or explosive substances will not be permitted in the area due to a City ordinance. All decorative materials must be fireproofed and must conform to the requirements of the Honolulu Fire Department.

Exhibitors or professionals who are required by law to be licensed must hold a current license on file with the Contractors License Board (CLB). State law requires a firm offering installation work and/or offering contractual services on a job site as specified under CLB to be licensed. For assistance regarding licensing requirements, call CLB at 548-7637. All prospective exhibitors must provide, prior to the Event, evidence of a current license for the service exhibited where such services require a contractor's license under state law. Lacking such, the Ewa by Gentry reserves the right to prohibit the exhibitor from participation of the Event.

Exhibitors shall sell products, which are legal and appropriate for a family, community-oriented event. The Ewa by Gentry Community Association reserves the right to have an Exhibitor remove a product or item, which is objectionable to the Ewa by Gentry Community Association or its designated representatives. The Exhibitor will not argue or question the request. Sales of guns or other weapons are prohibited.

Food Exhibitors will be responsible for acquiring their own Health Permit from the State of Hawaii (586-8000). Food Exhibitors who do not have a Health Permit on the day of the Event will not be permitted to sell their products. The Health Permit must be displayed. The Pride 4 Ewa Committee reserves the right to not refund the entrance fee to an exhibitor who does not have the required Health Permit on the event day.

PRIDE 4 EWA 2008 AGREEMENT

All food vendors shall pay a \$100 damage deposit, Crafters a \$50 damage deposit and Ride vendors a \$300 damage deposit, refundable if no damage. Booth areas will be approximately 10' x 10', space increases will be given on a case-by-case basis. Security paid by the Ewa by Gentry will be available on May 9, 2008. Exhibitors may set-up from 5:30am to 8:00am on May 10, 2008. Set-up must be complete by 8:00am and all vehicles must be off the park by 8:00am. No unpacking or uncrating or packing and dismantling shall occur between 8:00am - 5:00pm. All exhibits must be completely dismantled and moved out by 7:00pm on May 10, 2008. Exhibitors are responsible for disposing of all unnecessary boxes and trash and must clean their area at the close of the Event. Failure to comply may result in loss of damage deposit and refusal for booth space for future events. Any food booth, crafter or ride exhibitor NOT setup by official start of the fair will lose their deposit. Any food booth, crafter or ride exhibitor who begins breaking down ANY TIME prior to 5:00 pm will lose their deposit and will be banned from participating in any future Pride 4 Ewa event.

By choosing to set-up early (the night before the event), I understand that I do so at my own risk and hold Ewa by Gentry and its sponsors harmless. _____ (signature)

All food vendors and ride vendors must submit a certificate of insurance naming Ewa by Gentry Community Association additionally insured in the amount of \$1,000,000. All food vendors must also submit sanitation certificates from the Dept. of health (586-8000). The due date for all documents submitted is April 20th, 2008. Vendors who fail to meet this deadline will lose their space and 50% of their deposit to cover administrative fees for monitoring.

The Ewa by Gentry Community Association shall provide one table and two chairs for sponsors and businesses in the sponsor tent. Crafters & food vendors must provide their own table, chairs, and covers/tent. **Crafters, food vendor & exhibitor spaces are on a first come, first serve basis.** Special arrangements will be made for the disabled or handicapped (assigned stalls). Generator connections may be available depending on the number of requests.

Exhibitors may cancel 10 days prior to the event for a 100% refund of the entrance fee. Cancellation for emergency reasons will be considered on a case to case basis. Paid Participants who for any reason do not participate on May 10, 2008 are **not** entitled to a fee refund.

Exhibitors must comply with all City and County ordinances, State statutes, and federal laws. Exhibitors will also comply with the rules of the Event as stated verbally or in writing by the Ewa by Gentry Community Association. Failure to abide by the laws and this agreement shall be grounds for immediate removal or non-involvement in the Event.

I also understand and agree that the Pride 4 Ewa 2008 Event will be video taped for the Ewa by Gentry Community Channel and that myself and/or my workers/volunteers may appear on the Ewa by Gentry cable channel. I have read the agreement and will abide by the stated terms.

Exhibitor or Authorized Agent or Representative

Date

Ewa by Gentry Community Association Representative

Date