



Family Peace Festival 2008

Sunday, September 21, 2008 * 11:00 am to 5:00 pm
St. Joseph's Villa, 8000 Brook Road, Richmond, VA 23227

Dear Friend and Supporter,

Peace be with you...

A group of faith-based and other organizations are sponsoring the 5th annual **Family Peace Festival** on Sunday, September 21, 2008. We would like to invite you to help support this important program for families and children in the Richmond area. We are planning spiritually fulfilling and educational presentations, children's activities (art projects and games), terrific food (variety of ethnic foods) and a line-up of musical events.

See our website, www.familypeacefestival.org for more information.

We extend this invitation to participate as a vendor, so you can set up a table to provide literature and information about your organization for our attendees or to sell your products. You may complete and return the Event Exhibitor Agreement form with a check payable to: Richmond Peace Education Center. Please note "Family Peace Festival" on the memo portion of the check. In addition, please enclose a copy of your mission statement.

For additional information, please contact the Vendor Coordinator:

tables@familypeacefestival.org

Early Registration deadline is July 31, 2008.

Late registrations will be accepted until August 23rd – with an additional \$25.00 late fee.

[VENDOR / EXHIBITOR GUIDELINES](#)

1. Vendor set-up time is Sunday, September 21, 2008, between 10:00-10:30 a.m.. Please report promptly for table assignment, I.D. badge, and agenda/program.
2. No vendor will be allowed to set-up without paying in full (non-profit: \$25.00, food vendors: \$50, for-profit/sales: \$75). Payment is due by July 30, 2008. Any registrations or payments received after July 30th 2008 will be charged an additional \$25.00 fee. The final deadline for registration and payment is August 23, 2008.
3. Vending outside of designated areas will not be permitted. Vending location will be in an open area on the premises of the St. Joseph's Villa.
4. Family Peace Festival 2008 reserves the right to cancel this agreement if the vendor attempts to sell / display items objectionable to a peaceful environment.

VENDOR / EXHIBITOR GUIDELINES

Thank you for your interest in supporting the Family Peace Festival as a vendor/exhibitor.

In order to help the Family Peace Festival be a positive experience for everyone, we ask that all exhibitors agree to certain ground rules. Please agree to the principles and guidelines on this page by signing the attached form and returning the signed copy to the Festival committee along with your registration form and exhibition fee. By signing the Event/Exhibitor Agreement form, you agree to the following principles of the Family Peace Festival:

1. Exhibitors agree to support the goals and principles of the Festival. In particular, Exhibitors acknowledge that the Festival participants and organizers are committed to creating a safe environment that welcomes all who are willing to come and explore expressions of peace. Exhibitors further acknowledge that the Festival aims to encourage future cooperation and collaboration among the diverse communities of Richmond.
2. Exhibitors accept that as a consequence of the Festival's commitment to diversity, groups and individuals may be present who adhere to beliefs that they do not agree with, and perhaps even that they oppose strongly. The Festival committee expects that all participants in the Festival will come with tolerance, open hearts and a willingness to see past their differences to the central truth of peace and love. The Festival committee also expects that participants will not use the Festival to condemn other movements, ideas, beliefs, political positions, nor any religious or cultural practices.
3. Exhibitors accept that the Family Peace Festival is not an appropriate place to attempt to lobby. Exhibitors are welcome to teach others about their faith or their organization, and explain how it offers a path to peace, fellowship and spiritual truth – but the Festival committee asks that Exhibitors do so through positive examples.
4. Exhibitors agree to adhere to the following rules established by the Festival organizers:
 - Please do not ask people to sign petitions
 - Please do not display or circulate materials directly requesting people to vote for or against specific laws, constitutional amendments, political programs, politicians or political parties
 - Please do not display or circulate materials disparaging the beliefs or practices of any other persons or groups
 - Please DO display information about the positive activities and benefits of your organization, and in particular those activities which support peace and enlarge understanding and cooperation in the community
 - Exhibitors MAY display materials that state and explain their organization's position on topical issues, provided these materials aim solely to educate and inform people about why the organization believes as it does, and that the materials are otherwise in accordance with the principles of the Family Peace Festival as outlined above
 - Exhibitors MAY have a sign-up sheet through which interested people can request further information about their group, and Exhibitors MAY publicize events where people can learn more about their organization, though the Festival committee does ask that such publicity respect the spirit of the guidelines above.

In order to help us create the most positive environment possible, we ask that Exhibitors include with this application copies of materials they plan to display and circulate at the Festival (or descriptions of the materials, or examples of similar materials). If the Festival organizers have any concerns about the materials arising from the guidelines set out above, we will contact the Exhibitor and do our best to resolve them. In the event that the Exhibitor and the Festival organizers cannot find a mutually satisfactory resolution to their concerns, the Festival committee will refund the Exhibitor's exhibition fee and ask that they not exhibit the materials at the Festival. In the event that materials that the Festival organizers have not previously examined are circulated at the Festival, and that the Festival organizers deem to be inappropriate, the organizers will ask that the Exhibitor remove the materials.

Family Peace Festival 2008

EVENT EXHIBITOR AGREEMENT

Please complete and return this agreement along with a copy of your mission statement and payment to the address listed below.

NON-PROFIT ORGANIZATION: (yes/no) **FOR PROFIT/SALES:** (yes/no) **FOOD VENDOR:** (yes/no)

BUSINESS NAME: _____

CONTACT PERSON & TITLE: _____

E-MAIL: _____

WEBSITE: _____

TELEPHONE: _____ FAX #: _____

ADDRESS: _____

LIST MERCHANDISE / PRODUCTS / LITERATURE: _____

MISSION STATEMENT: _____

Amount Due and Included with this Agreement:

\$ _____ \$25.00 non-profit / \$50.00 food vendor / \$75.00 for-profit/sales
(non-refundable payment)

\$ _____ \$25.00 late fee if paid after 7/31/08

\$ _____ \$15.00 to reserve a table and two chairs for my organization

\$ _____ **TOTAL ENCLOSED**

The check should be made out to RPEC (Richmond Peace Education Center). Please indicate "Family Peace Festival" in the memo portion of the check. The fiduciary agent for the Family Peace Festival is the Richmond Peace Education Center, a 501(c)3 nonprofit organization.

Signed agreement and checks should be mailed to:

Richmond Peace Education Center
Attn: Family Peace Festival
400 W. 32nd St.
Richmond, VA 23225

EVENT EXHIBITOR AGREEMENT

The Family Peace Festival 2008 and the Richmond Peace Education Center assumes no liability for loss or damage to merchandise and reserves the right to limit the vendor to the sale of certain items, subject to the terms of this agreement.

I, _____, of _____,
do hereby agree to the terms and conditions of the Vendor/Exhibitor Guidelines and the right to vend during the Family Peace Festival 2008 on September 21, 2008.

VENDOR SIGNATURE

DATE

Please include our website on the www.familypeacefestival.org web page (Yes/No):

Organization/company name: _____

www. _____

COMMENTS:

FOR OFFICE USE ONLY:

CHECK NO. _____
AMOUNT: \$ _____

DATE RECEIVED: _____ (by 7/31/08 ____ / late ____)
MISSION STATEMENT : _____

CONFIRMATION #: _____
VERIFICATION (initial) _____
ENTERED IN DATABASE: (initial) _____

COMMENTS: