



11th Annual Napa Valley Aloha Festival

Aloha,

The Manaleo Hawaiian Cultural Foundation would like to cordially invite you the 11th Annual Napa Valley Aloha Festival on September 15-16, 2018 at the Napa Valley Expo, 575 Third St. Napa, CA 94559.

If you would like to participate, fill out the enclosed forms and return them to us no later than **August 1, 2018**.

Applications can be completed online at www.nvalohafest.org or printed and emailed to entertainment@manaleohcf.org or mail to:

MHCF/Napa valley Aloha Festival

Attn: Entertainment Committee

PO Box 10009

Napa, CA 94581

If we have not heard from you by August 1, we will assume you will not be able to participate.

Once we receive your application, we will send out all pertinent information and parking passes no later than, August 15, 2018.

The performance times are scheduled between 10 a.m. to 5 p.m. on September 15, 2018 and 10 a.m. to 4 p.m. on September 16, 2018.

Each time slot will be 30 minutes and will be strictly enforced. There will be a 15-minute interval between each performance for onstage setup and breakdown, dressing room changeovers and time for attendees to visit our vendors.

Your time is greatly appreciated. We look forward to your participation at this year's Napa Valley Aloha Festival.

Mahalo Nui Loa,

Glenn Colburn
Entertainment Committee



Terms and Conditions of Participation

Dates and Hours of Operation

Napa Valley Aloha Festival will be open to the general public on Saturday, September 15, 2018, from 10 a.m. to 5 p.m. and Sunday, September 16, 2018 from 10 a.m. to 4 p.m.

Performance Participation Forms

The **Hold Harmless Agreement** and **Performer Profile** must be completed, signed and returned no later than August 1, 2018 before confirmation of performance date and time slot, allotted parking passes and all pertinent information can be issued by the Entertainment Committee.

Parking and Unloading

Vehicles may be driven onto certain parts of premises for the **QUICK** unloading and loading purposes only. Driving on grass or sod is strictly prohibited by the Napa Valley Expo. This will be strictly enforced by the Manaleo Hawaiian Cultural Foundation (MHCF) and the Security personnel. Vehicles with instruments and costumes can be unloaded beside the stage. After unloading, all vehicles must be immediately moved to the public parking lot. Any unauthorized vehicles left unattended beside the stage will be towed at the owner's expense.

Check In

All performers are required to check in with the Entertainment Committee **one hour** before their scheduled performance time. All performance group leaders or representatives are encouraged to be present during their respective group check-in for safety and security precautions.

Instruments & Costumes

All instruments and costumes will not be allowed in the backstage area until the previous group is out. Do not bring any instruments or costumes to the staging area before your respective check in time. Do not leave your instruments and costumes unattended. The **Manaleo Hawaiian Cultural Foundation** and the **Napa Valley Aloha Festival Committee** is not responsible for any lost, damaged, or stolen items.

Backstage

In an effort to keep traffic to a minimum, only a maximum of 3 parents per performance group will be allowed backstage to help the keikis dress if needed. After your performance, please clean up and vacate the dressing rooms and the backstage/dressing area as quickly as possible. Food and beverages are allowed in designated backstage area. Cold water and restroom will be provided.

Confirmation Policy

Applicants will be notified of their status either by telephone and/or email approximately 14 days following the deadline of August 1. Parking passes and assignments will be confirmed by August 15.

Cancellation Policy

In case of inclement weather, acts of nature, forfeiture or by restrictions of government agencies to amend or cancel the event, over which the Napa Valley Aloha Festival Committee has no control. All cancellations must be in writing and postmarked before **August 1, 2018** or via email by **August 10, 2018**.



Terms and Conditions of Participation

Garbage and Trash

Presenters must keep their cultural area neat and tidy. Trash receptacles will be provided throughout the event area. All rubbish should be bagged in heavy duty plastic trash bags, tied and closed and deposited in the specified receptacle collection areas. *This is a No Waste — “Green” event; thus ALL plates, cups, utensils, etc... used must be recyclable/compostable.*

Publicity

Publicity for the Napa Valley Aloha Festival will be provided through all forms of TV, print media, etc. as determined by Napa Valley Aloha Festival Marketing Committee. Flyers and posters will be available upon request.

Liability

Involvement in the Napa Valley Aloha Festival is at your own risk. All vendors will agree to and sign the Hold Harmless Agreement that is made a part of this application.

No Alcoholic Beverages / Illegal Drugs or Pets Allowed

No alcoholic beverages, illegal drugs, firearms, ammunition or pets (with the exception of Service dogs) or any other harmful items will be allowed. All Violators will be expelled immediately by the security staff.

Lost and Found

Lost and Found items recovered during the event may be claimed at the MHCF/ Napa Valley Aloha Festival Booth.

Medical/Safety

A medical tent with qualified personnel will be located on the grounds for assistance with medical emergencies/issues.

Policies & Guidelines

The Napa Valley Aloha Festival Committee and the **Manaleo Hawaiian Cultural Foundation** reserves the right to approve or deny any cultural demonstration application, and the right to limit the number of applicants for any one type of demonstration thereby protecting all presenters and maintaining diversity for the event.



Performer Profile

PERFORMER INFORMATION *(please print)*

Name of Group/Act: _____

Number of Dancers: _____ Number of Musicians: _____

Instruments *(please list)* : _____

Contact Person: _____

Mailing Address: _____ City: _____

State: _____ Zip Code: _____ Phone: _____

Email Address: _____

PREFERRED PERFORMANCE TIME *(please indicate time)*

First Choice: _____ Second Choice: _____

Group Bio Information *(Please provide a brief summary of your group)*: _____



Hold Harmless Agreement

In consideration for receiving permission to participate in the Napa Valley Aloha Festival, I and the members of my participating organization/Business do hereby **RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE**, the Napa Valley Aloha Festival Committee, the Manaleo Hawaiian Cultural Foundation and the city of Napa, their committees, officers, agents, servants, volunteers or employees (hereinafter referred to as **RELEASEES**) and the State of California from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss damage, or injury, including death, that may be sustained by me, my organization / business, or any of the property belonging to me or my organization / business, **WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES**, or otherwise, while participating in such activity, or while, in on, or upon the premises located at 575 Third St., Napa, California where the activity is being conducted.

I and the members of my participating organization / business hereby **AGREE AND INDEMNIFY AND HOLD HARMLESS** the **RELEASEES** from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to our organization's participation in said activity, **WHETHER CAUSED BY NEGLIGENCE OF RELEASEES** or otherwise.

I and the members of my participating organization / business realize that the Napa Valley Aloha Festival Committee, the Manaleo Hawaiian Cultural Foundation and the city of Napa, State of California, their committees, officers, agents, servants, volunteers or employees (hereinafter referred to as **RELEASEES**) does not maintain any insurance policy covering any circumstance arising from our participation in this event or any activity associated with or facilitating that participation. As such we are aware that we should review our own personal insurance portfolio.

We further understand that this Hold Harmless Agreement is intended to be as broad and inclusive as permitted by the laws of the State Of California and that if any portion hereof is held invalid, we agree that the balance shall notwithstanding, continue in full legal force and effect.

IN SIGNING THIS RELEASE, WE ACKNOWLEDGE AND REPRESENT that we have read the foregoing Hold Harmless Agreement, understand it and sign it voluntarily as our own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; our authorized representative that has signed below is at least eighteen (18) years of age and fully competent; and executes this Release for full, adequate and compete consideration fully intending to be bound by same. Please include this with your application.

Name of Organization / Business: _____

President / Leader: _____ Title: _____
(Please Print - Must be an authorized representative to sign on behalf of Organization / Business)

Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Home Phone Number: _____ Contact Mobile Phone Number: _____