



11th Annual Napa Valley Aloha Festival Cultural Presenter Application

Aloha Presenter,

The Manaleo Hawaiian Cultural Foundation would like to cordially invite you the 10th 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**.

Please email them to cultural@manaleohcf.org and mail back completed application to:

MHCF/Napa valley Aloha Festival
Attn: Cultural 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.

Presenters will need to be available from 10 a.m. to 5 p.m. on September 15, 2018 and 10 a.m. to 4 p.m. on September 16, 2018. Participation for both days is optional, however we encourage all of our presenters to be available for both days, possible.

Sharing the Hawaiian culture is a very important part of our mission. Your knowledge and time are greatly appreciated. We look forward to your participation at this year's Napa Valley Aloha Festival.

Mahalo Nui Loa,

Charisse Chin-Le
Cultural Committee

Terms and Conditions of Participation

Dates and Hours of Operation

Napa Valley Aloha Festival will be open to the general public 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.

Set Up / Take Down/ Cleanup

Presenters will be allowed into the expo for setup on Friday (9/14) after 12 p.m. - 10 p.m. or 6 a.m. on Saturday (9/16) and will have a designated parking area. Presenters must be set up and ready at 9:30 am and must remain operational until 5 p.m. on Saturday (9/15) and until 4 p.m. on Sunday (9/16). All vehicle unloading must be done before **9 a.m.** on Saturday (9/15). Presenters are solely responsible for the daily cleanup of their assigned space and breakdown of their own items at the close of the event.

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.

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**.

Materials and Supplies

Tables and chairs will be provided for your convenience. You are responsible for your **own** supplies and materials needed to demonstrate your craft.

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.***

Security

The N.V. Expo hired security agency will provide the security on Saturday (9/15) from 10 a.m. – 5 p.m. and on Sunday (9/16) from 10 a.m. – 4 p.m. MHCF will provide one security guard overnight from 9 p.m – 9 a.m. on Friday (9/14) and Saturday (9/15). It is your responsibility to tightly secure and protect your specific items. **Leaving any items overnight in your space is done so at your own risk.** Overnight sleeping at on the expo grounds is not permitted under any circumstances. You may, however make a reservation and bring an RV/trailer and stay overnight in the R.V. park. Spaces are limited and are on a first come, first served basis and are solely handled by the Napa Valley Fairgrounds Office and not the N.V. Aloha Festival. Please contact the office for further details at: (707) 253-4900.

Terms and Conditions of Participation

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 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.

Cultural Presenter Profile

PRESENTER INFORMATION *(please print)*

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____ Phone: _____

DEMONSTRATION INFORMATION *(please print)*

Type of Art/Craft: _____ When did you learn it? _____

Brief Description *(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: _____