To reserve a booth space, please complete the “Registration Form” and send **booth and deposit fee via money order or cashier check to Eau Claire Area Hmong Mutual Assistance Association, Inc**, 1320 W. Clairemont Avenue, Eau Claire, WI 54701 along with a signed Vendor Policy form. ***Applications submitted without both the booth and deposit fees will not be assign a booth number.*** To ensure that you get the booth you like, please include both the booth fee and the deposit fee with your application. **(Yog koj xav cas ib lub rooj cia, xa daim ntawv nov uas koj ua thoob thiab kos npe rau nrog cov nyiab rau lub rooj thiab cov nyiab cas. Cov nyiab yuav tsum yog money order los yog chashier check uas yog sau rau ECAHMAA. Yog koj xa koj diam ntawv tuaj es tsis muaj cov nyiab them rooj nrog rau qho nyiaj cas, koj yuav tsis txais ib tug leb rooj. Yuav kom koj tau lub rooj uas koj nyiam, thov muab qhov nyiaj them rooj nrog rau qhov nyiaj cas rooj xa tuaj nrog daim ntawv ntawm nov. Xa tas nrho tuaj rau):**

Attention: **Thomas Vue – New Year Vendor Chair**

Eau Claire Area Hmong Mutual Assistance Association, Inc.

1320 W. Clairemont Ave, Eau Claire, WI 54701

Cash will only be accepted if pay in person at Eau Claire HMAA office. **Personal checks are not accepted.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Interest Assigned Booth:** | Food Booth [ ]  | Fruit/Drink [ ]  | Non-Food [ ]  | Photography [ ]  |
| $900.00 fee plus $100.00 deposit per booth. Additional $100 for one (1) evening booth. ***(Limited to 8 booths during event)*** | $400.00 fee plus $50.00 deposit per booth ***(Limited to 2 booths)*** | $175.00 fee plus $50.00 deposit per booth***(Limited 2 booths)*** | $350 fee plus $50.00 deposit per booth. $100 additional fee for one (1) evening photography spot ***(Limited to 3 booths)*** |
| **Booth #: \_\_\_\_\_ (***Desired booth number is not guaranteed.* *Booth is assigned in the order in which we received the reservation.*) |

*Vendor Information:*

|  |  |
| --- | --- |
| Vendor’s Name: |  |
| Address: |  | City, State: |  | Area Code: |  |
| Home Phone: |  | Cell: |  |
| Email: |  |
| PREVIOUS VENDOR | [ ]  YES  |  [ ]  NO  |
| CHECK IN/SET-UP | [ ]  FRIDAY |  [ ]  SATURDAY MORNING |

*Please write the types of food or merchandise items that you will be selling:*

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | 5. | 9. | 13. |
| 2. | 6. | 10. | 14. |
| 3. | 7. | 11. | 15. |
| 4. | 8.  | 12. | 16. |

I agree that if I should decide to cancel my booth registration, I will notify the New Year Vendor Chair 30 days prior to the New Year in order to receive a full refund. A cancel notification of 15 days or more will receive a 50% refund. A cancel notification of 5 to 14 days will receive a 25% refund. A cancel notification less than 5 business days or registered vendors with “no-show” will forfeit both their security deposit and booth fee. If the booth fee has not yet been paid but the booth is reserved in your name, a payment of the booth fee and/or security deposit will be

due and payable to the ECAHMAA. **(Kuv lees tias yog kuv hloov siab tsis yuav kuv lub rooj, kuv yuav qhia tus tuav cov ntaub ntawv muag rooj 30 hnub ua ntej peb caug pib. Yog kuv qhia 15 hnub rov sauv, kuv yuav tau 50% rov qab. Yog kuv qhia 5 hnub mus rau 14 ua ntej peb caug pib, kuv yuav tau 25% rov qab. Yog kuv qhia tsawg tshaj li ntawm 5 hnub, los yog kuv cia li tsis tuaj, kuv yuav tsis tau dab tsi rov qab. Yog kuv tsis tau them kuv lub rooj tab sis kuv twb cooj ua kuv npe lawm, kuv yuav raug them lub nqi rooj thiab nqi nyiab cas rau ECAHMAA.)**

Vendor Signature Date:

***For Office Use Only:***

|  |  |  |  |
| --- | --- | --- | --- |
| Fee Payment R’vd: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Deposit Payment R’vd: $ \_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Assigned Booth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ED Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Booth Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**2019 Kev Cai Muag Khoom**

**Hauv Zos Eau Claire Peb Caug**

*(Vendors Policies)*

**1. Nqi rooj muag khoom (BOOTH PRICES)**

Rooj muag khoom noj (Food Booth fees) yog **$900.00 thiab $100.00 deposit**

Rooj muag khoom siv (Non-Food Booth fees) yog **$175.00 thiab $50.00 deposit.** Rooj muag txiv / dej haus (Fruit/specialty drink) yog **$400.00 thiab $50.00 deposit.**

**2. Yuav tsum siv CASHIER CHECK los yog MONEY ORDER them nqi rooj. Peb tsis txais personal check thiab nyiaj ntsuab.**

***(FOOD AND NON-FOOD BOOTH FEES MUST BE PAID BY CASHIER CHECK OR MONEY ORDER. PERSONAL CHECKS AND CASH ARE NOT ACCEPTED).***

**3. Neeg muag khoom noj *(FOOD BOOTH VENDORS)***

Txhua tus neeg muag khoom noj yuav tsum muaj ib daim ntawv temporary restaurant permit los ntawm lub chaw ua kam Eau Claire County Health Department, 720 2nd Ave, Eau Claire, WI 54702. Lawv tus xov tooj yog 715-839-4718. Nws yog koj lub luag hauj lwm mus yuav daim permit nov thiab nqa nrog koj txhua lub sij hawm koj muag khoom tom peb caug. *(Each food vendor must have a food permit. It is your responsibility to obtain the Temporary Permit from the Eau Claire County Health Department at 720 2nd Avenue, Eau Claire, WI*

*54702. Their telephone number is (715) 839-4718. You are required to display your Temporary Permit at your table all times, according to the Eau Claire County Health Department’s rules and policies).*

**4. Yam khoom twg muag tsis tau hauv tsiab peb caug?**

***(ITEMS THAT YOU ARE NOT ALLOWED TO SELL DURING THE NEW YEAR EVENT)***

*You are not allowed to sell chewing gum, beer, alcohol, marijuana, opium, medicines, firearms, and any toy weapons that may cause harm to people.*

1. Khoom noj gum (Chewing gum)

2. Npias (beer)

3. Cawv (alcohol)

4. Tshuaj yas mab (marijuana)

5. Yaj yeeb (opium)

6. Tshuaj thaib (medicines)

7. Phom (gun)

8. Lollipops

9. Khoom roj hmab rau menyuam yaus ua si xws li khoom sib ntaus ntaj, hmuv, thiab riam (toy) uas yuav ua tau neeg raug mob.

Yuav muag tshuaj ntsuab los tau tab sis tus neeg muag khoom yuav tsum tau txais kev tso cai los ntawm cov tub ceev xwm zos Eau Claire ua ntej tso. *All herbal medicines must receive pre-approval from the Eau Claire City Police Department prior to selling at the New Year event.*

|  |
| --- |
| ***Lus ceeb toom:*** *1. Yog pom leej twg muag, tub ceev xwm (police) yuav sau cov khoom ntawd nrog lawv mus thiab* *raug txim raws li kev cai tau teev tseg.* *2. Txwv tsis pub muag khoom noj xws li zaub mov thiab dej haus uas muaj kua ntawm chaw muag khoom siv. Cov kua teejj yuav ua rau daim yas pua puas tsuaj. Yog leej twg yuam txoj cai nws yuav raug ntiab tawm lub chaw noj peb caug thiab yuav tsis tau nws qhov nyiaj deposit rov qab.* *You are not allowed to sell any food or fluid products in your space. If you violate, you will be asked to move out of your space. No refunds will be given.* |

**5. Sij hawm qhib thiab kaw qhov rooj (OPENING & CLOSING TIMES)**

Qhov rooj yuav qhib rau neeg mus teeb khoom thaum 6:30 a.m teev mus txog 8:00 a.m teev sawv ntxov.

Lub qhov rooj loj main entrance door yuav raug kaw thaum 5:00 p.m (tsis tau paub tseeb) yog li ntawd txhua tus neeg muag khoom yuav tsum tu nws tej khoom thiab nws lub chaw muag khoom kom huv si ib teev ua ntej lub chaw kaw. Peb yuav tsis lees paub nej tej khoom ploj thiab puas tsuaj hauv chaw ua peb caug.

The door will open for vendors at 6:00 AM until 8:00 AM. The main entrance door will be closed exactly at 5:00 PM (tentatively); therefore, all vendors are required to clean up one hour before the closing time. The New Year Committee will not be responsible for any loss of or damage to items during the New Year event.

**6. Them nyiaj ntawm qhov rooj (ADMISSION)**

Peb pub ob tug (2) neeg muag khoom mus dawb rau cov rooj muag khoom (Merchandise Booths) thiab muag dej haus/khoom txom ncauj (Drink/Fruit Booths), thiabpub plaub (4) tug neeg mus dawb rau cov rooj muag mov (Food Booths). Thov xa ib leeg ib daig duab loj li peb los yog plaub nti tuaj rau peb ua ib daim I.D. rau nej. Lwm tus neeg yuav tsum tau them nyiaj qhov rooj.

Admission is free for only two persons per merchandise booth and fruit booth, and 4 per food both. Others will have to pay at the door.

**7. Suab nrhoo hauv tsev noj peb caug (SOUND VOLUME AT THE NEW YEAR)**

Cov neeg muag cassette, dvd, thiab duab movie yuav tsum kaw kom tu nrho lawv cov suab los yog siv lub

khwb pob ntseg headphone nyob rau lub sij hawm peb cov qhua thiab neeg tseem ceeb hais lus txij thaum

10 a.m sawv ntxov mus txog rau 12 teev tav su. Thaum peb pom leej twg hla txoj cai tus ntawd peb yuav ntiab nws tawm lub chaw noj peb caug thiab yuav tsis thim nws qhov nyiaj deposit rov qab.

All vendors selling music cassettes, DVD and movies must turn off your speakers completely or use only headphones during special guest speeches from 10 a.m. to 12 noon. Any vendor violating this policy will be asked to leave the New Year without his or her deposit.

**8. Kev ceev khib nyawb hauv peb caug (GARBAGE)**

Nws yog koj lub luag hauj lwm tu koj cov khib nyawb ntawm koj lub chaw muag khoom kom du dai. Peb

mam muab hnab khib nyawb rau koj ntim koj tej khoom tsis siv mus pov tseg. It is your responsibility to clean and pick up any garbage around your area (booth space) and discard all your trash. The New Year Committee will provide you with garbage bags.

**9. Rooj Tog Siv Los Teeb Khoom (TABLE & CHAIR)**

Cov neeg muag khoom yuav tsum npaj nws cov rooj teeb khoom muag nrog rau cov tog zaum. Yog tus neeg muag khoom npaj tsis tau rooj teeb khoom, mus cuag tus tuav rooj mam saib seb puas muaj rooj seem xauj (rent). Tus nqi xauj ib lub rooj yog $12.00. All vendors must provide their own tables and chairs for setting up their merchandise. Tables may be available for rent at $12.00 per table IF and ONLY there are extra tables. Chairs are very limited and cannot be rented to vendors during the New Year.

**10. Food Sell Limit for Food Booths ($900) & Fruit/Drink Booths ($400)**

Txwv tsis pub cov rooj muag dej haus thiab muag txiv (Fruit/Drink Booths) tuav qaub taub ntoos muag (Papaya Salad) nrog rau cov zaub mov sov (Hot Foods, Entrees). Saib daim ntawv cais kev muag zaub mov los yog nrog tus tuav rooj tham yog koj muaj lus nug. All Fruit/Drink Booths ($400.00) are not allowed to sell papaya salads, hot foods such as sausage/rice/pho, and entrees. Refer to the Food Differentiation List or consult with the Vendor Coordinator for further questions.

**Kuv tau nyeem thiab lees siv cov cai teev saum toj nov. Yog kuv hla ib txoj cai ces txhais tau hais tias kuv zoo siab ntsaig kuv cov khoom thiab khiav tawm hauv kuv lub chaw muag khoom mus, thiab kuv yuav tsis tau kuv qhov nyiaj deposit rov qab.** I have read, understand, and agree with the above rules or policies. If I do not follow these rules, it means that I agree to move out of my booth space without any questions, and I will not receive a refunded.

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Booth Vendor Signature Date

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| --- |
| For additional questions, concerns and/or to reserve your booth in advance, please call Thomas Vue at (715) 379-2288 or via email at tvuewanou@yahoo.com  |

For additional questions, concerns and/or to reserve your booth in advance, please call

Sia Yang at (715) 497-9479 or via email at yangsia@live.com

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