

# THE NAVAJO NATION



**BEN SHELLY PRESIDENT**  
**REX LEE JIM VICE PRESIDENT**

The Navajo Nation Department of Agriculture  
PO Box 4889, Window Rock . AZ 86515  
Phone: 928-871-6605 \* Fax: 928-871-6679

**June 15, 2011**

Dear Sir or Madam,

The Navajo Nation Department of Agriculture (NDA) is pleased to invite you to market your agricultural products and services to the 2<sup>nd</sup> Annual "Bini'ant'aatsoh: Ripening of Late Crops" NDA Conference & Trade Show to be held September 20, 21, and 22, 2011, at Nakai Hall, Navajo Nation Fair Grounds in beautiful Window Rock, Arizona. Please see the attached flyer.

The 2nd Annual Agriculture Conference is designed to meet the professional and technical needs of Navajo ranchers, farmers, and students. The Navajo Nation is the largest Indigenous tribe in the United States with 49% of all ranches and farms in Arizona and 19% in New Mexico and the largest number of sheep in Arizona!

By marketing your products and services as a vendor at the NDA conference, you will be participating in an excellent opportunity to introduce your organization to hundreds of people from communities throughout the Navajo Nation. In conjunction with the booths and exhibits the conference also offers: agricultural seminars and lectures, "hands-on" livestock and farming demonstrations, Farmers Market, raffled items and a traditional Navajo Horse Ceremony as historically celebrated by many Navajo families.

Vendor Booth pricing follows:

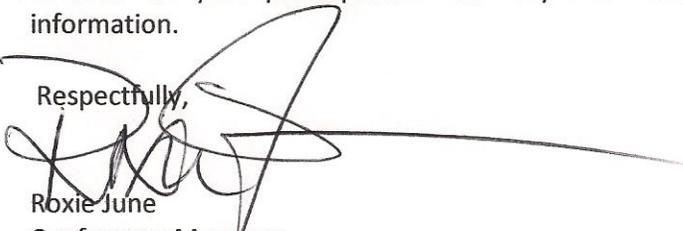
- Commercial booths are \$125 per booth per day.
- Non-profit booths are \$75 per day.
- Educational booths are \$50 per day.

We are pleased to offer vendor booths in a comfortable and secure enclosed environment, with access to electricity and bathrooms. Each Vendor will receive two vendor passes for each day of the conference - Tuesday, Wednesday & Thursday - reserved parking, refreshments and lunch (Tuesday & Wednesday).

Spaces are filling up fast so please reserve your booth space today! To reserve a space, please complete the enclosed Vendor Application and return with a money order, and made payable to **Junior Livestock Show**.

For more information, please feel free to contact Kathy Smith or Meranda Becenti at 928-871-6605. Thank you in advance for your participation. You may also visit the NDA website at [www.agriculture.navajo.org](http://www.agriculture.navajo.org) for more information.

Respectfully,

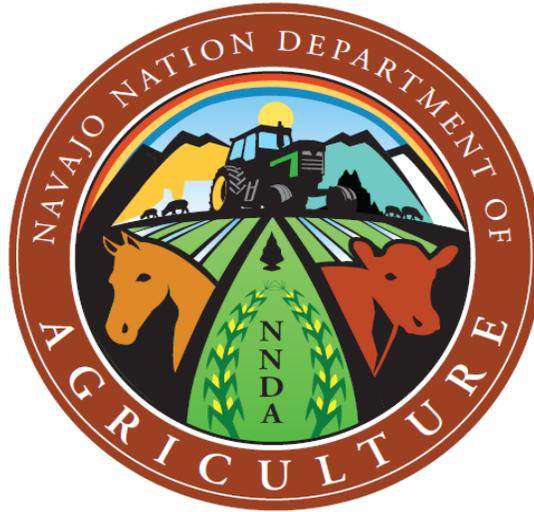
  
Roxie June

Conference Manager

"Bini'ant'aatsoh" NDA Conference"



Navajo Nation Department of Agriculture  
P.O. Box 4889 Window Rock, AZ 86515  
Phone: (928)871-6605 Fax: (928)871-6679  
Website: [www.agriculture.navajo.org](http://www.agriculture.navajo.org)



**Navajo Nation Department of Agriculture Conference & Trade Show**  
**“Bini’ant’aatsoh: Ripening of Late Crops”**  
**September 20, 21, 22, 2011**

**VENDOR APPLICATION**

***Booth Application Deadline: September 1, 2011, 5:00 PM***

Please mail your application and money order to:

Navajo Nation Department of Agriculture

ATTENTION: Kathy Smith – Agriculture Conference

P.O. Box 4889 \* Window Rock, AZ 86515

For more information contact:

Kathy Smith - Phone: 928-871-6605, Email: [knatonabah98@yahoo.com](mailto:knatonabah98@yahoo.com), Fax: 928-871-6679

OR

Meranda Becenti - Phone: 928-871-6615, Email: [mbecenti.nnvlp@gmail.com](mailto:mbecenti.nnvlp@gmail.com), Fax: 928-871-6679

# NDA Conference Vendor Application

September 20-22, 2011

Please print.

Organization/Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Description <i>*Each booth is 10x10, includes 1 table, 2 chairs</i>	Booth Fee Sept. 20	Booth Fee Sept. 21	Booth Fee Sept. 22	TOTAL
<b>Government Organization:</b> Distribute marketing material.	\$75.00	\$75.00	\$00.00	\$
<b>School Organization:</b> Distribute marketing material; sale of items; games/fundraising permitted with Conference Manager approval.	\$50.00	\$50.00	\$00.00	\$
<b>Non-Profit Organization:</b> Distribution of non-profit literature and information only; applicant may NOT sell merchandise, services and/or goods of any kind.	\$75.00	\$75.00	\$00.00	\$
<b>Non-profit organization, Social Fundraising:</b> Distribution of literature; sale of items; games and fundraising permitted with Conference Manager approval.	\$75.00	\$75.00	\$00.00	\$
<b>Commercial Sales:</b> For-profit sale endeavor; distribution of literature; will be NOT be permitted to sell food or drinks.	\$125.00	\$125.00	\$125.00	\$
<b>Navajo Nation 3% Sales Tax</b>				\$
<b>GRAND TOTAL</b>				\$

**Please make check or money order payable to:  
Junior Livestock Show, PO Box 1339, St. Michaels, AZ 86511**

# VENDOR CONTRACT

1. Vendor will have their assigned vending area set up by 9:00 AM each day and will complete tear down no later than 5:15 PM so we may close the building.
2. NNDA is required to carry special event liability insurance coverage for the event. As a part of this coverage, numbers 3 through 6 must be adhered to at all times.
3. Exhibitors/vendors will receive official conference passes. Please carry on your person at all times.
4. Limitation of Liability: NNDA assumes no responsibility for any property placed on the facilities by the vendor. NNDA is hereby relieved and discharged from any and all liability for any loss, injury or damage to persons or property that may be sustained by reason of the occupancy of the Nakai Hall under this agreement.
2. RESTRICTION ON EXHIBITS: The NNDA and its agent reserve the right to restrict as allowed by law the operation of any exhibit which may become objectionable to exhibitors or to the public.
3. Noise: No sound amplification devices may be used by exhibitors without the prior written consent of the Conference Manager. If Conference Manager approves the use of any such device, the exhibitor shall use the device in a manner that will cause the least disturbance. If NNDA determines that any device so approved is causing unnecessary noise the Conference Manager may revoke the approval of the device and require the vendor to remove the device.
4. Fire and Life Regulations: All exhibits must comply with Appropriate Fire and Life Safety regulations.
5. **CANCELLATIONS / REFUNDS:** If Vendor fails to pay the balance of space rental on or before 5:00 pm on Thursday, August 31, 2011, 5:00 pm, the Vendor's rights to exhibit may be canceled without further notice or refund.
6. Rights of the NNDA in the event the exhibition is NOT held: NNDA shall not be liable for any damages or expenses incurred by Vendors in the event the exhibition is delayed, interrupted or not held as scheduled, and/or for any reason beyond the control of NNDA the conference is not held. NNDA may retain so much of the amount paid by Vendors as necessary to defray expenses incurred by NNDA.

Thank you for your support of the Second Annual Navajo Nation Conference and Trade Show. We look forward to working with you!

A signed copy of this agreement will be returned to you for your records.

Accepted by: \_\_\_\_\_ Please Print your Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Telephone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

Email \_\_\_\_\_