

**RETAIL VENDOR PACKAGE**





July 12, 2007

Dear Prospective Vendor:

On behalf of the American-Turkish Association of Washington DC (ATA-DC), we are pleased to announce that the **5<sup>th</sup> Annual Turkish Festival is scheduled for Sunday, October 14, 2007** from 10:00 AM to 6:00 pm on Pennsylvania Avenue NW between 13<sup>th</sup> and 14<sup>th</sup> Streets (NW), only two blocks away from the White House, at the heart of Washington, DC.

The Turkish festival has become a tradition in Washington, D.C. and we are proud of it: We hope that you would like to become a part of this tradition, too. Last year's Festival was a great success, allowing us to reach over 5,000 visitors in a matter of eight hours to present the best that Turkey has to offer. From the lively folk dancing and musical performances to the coffee fortune reading, delicious Turkish cuisine, and colorful arts and crafts vendors, visitors of all ages enjoyed themselves. We have already received numerous requests from additional vendors, performance groups, and the community to be a part of this year's Festival.

Our desire is to showcase a wide variety of Turkish products and arts and crafts so, we are pleased to invite you to participate in this year's Festival. Please note the following:

- Items sold must have a Turkish theme or be of Turkish origin;
- Vendors will be responsible for paying DC Sales tax on items sold. ATA-DC will provide vendor names and Tax Identification Numbers to DC Government in advance;
- The Festival Committee will rent tents and tables and chairs for vendors;
- Vendors are responsible for their own signage and displays;
- All tables must be covered; vendors are responsible for providing their own table coverings.

**In order to guarantee your participation, we ask that you complete the enclosed form and return it along with your check payable to ATA-DC by August 15, 2007. There is a \$25 late fee for applications received after that date. ALL APPLICATIONS MUST BE RECEIVED BY AUGUST 29, 2007. Please note that we have limited space and it will be assigned on a first come first serve basis.** The Festival Committee will confirm your space and provide festival day logistics information to you in mid-September.

On behalf of ATA-DC and on the 2007 Festival Committee, we look forward to working with you to present the best that Turkey has to offer. We believe with your participation, we will have another successful festival—perhaps the best cultural/ethnic festival Washington DC has ever seen! If you have any questions, please feel free to the Festival Retail Coordinator, Ms. Elif Gurbey, at [contact@turkishfestival.org](mailto:contact@turkishfestival.org) or 202-413-2820.

Best regards,

Demet Cabbar  
President  
ATA-DC

Allen Lawrence  
Chairperson  
2007 Turkish Festival Committee



**2007 Turkish Festival  
Retail Vendor Participation Form**

**Vendor Information**

Vendor Business Name	
Description of items to be sold	
Primary Contact (First Name, Last Name)	
Tax ID/Social Security # (REQUIRED FOR DC TAX PURPOSES)	
Address (Street)	
Address (City, State, Zip)	
Phone	
Fax	
e-mail	
Web-site	

**Please indicate if there will be more than 1 vendor at your table  
2<sup>nd</sup> vendor info:**

Vendor Business Name	
Description of items to be sold	
Primary Contact (First Name, Last Name)	
Tax ID/Social Security # (REQUIRED)	
Address (Street)	
Address (City, State, Zip)	
Phone	
Fax	
e-mail	
Web-site	

**Space Request**

Space Type	Fee	# of tables requested	Total Amount Due
Table (~ 3 ft x 6ft)	\$200 per table		
Corner Table (~ 3 ft x 6ft) (only 4 available)	\$300 per table		
APPLICATION LATE FEE (for applications received after August 15, 2007)	\$25		

ALL APPLICATIONS ARE DUE BY August 29, 2007. Please make your check payable to ATA-DC to:

**2007 Turkish Festival  
ATTN: Retail Vendors  
1200 N Herndon St. #349, Arlington, VA 22201**

Signature \_\_\_\_\_

Date: \_\_\_\_\_