



EXPLORE THE WONDERS OF TURKEY IN THE HEART OF DC

June 10, 2011

Dear Prospective Vendor,

On behalf of American Turkish Association of Washington, DC (ATA-DC), we are pleased to announce that the 9<sup>th</sup> Annual Washington, DC Turkish Festival will take place on Sunday, October 2<sup>nd</sup> 2011 from 11:00 AM to 7:00 PM on Pennsylvania Avenue NW between 12<sup>th</sup> and 14<sup>th</sup> streets.

With over 25,000 visitors, Turkish Festival was once again a great success last year. And this year, we are excited to carry on the title of Best Festival of DC, awarded to the Turkish Festival as a result of a public poll conducted by Washington City Paper.

Turkish Festival has truly become an unmatched celebration of Turkish culture in the heart of DC, and the Bazaar, through which we aim to showcase a variety of Turkish products, arts and crafts, remains as one of the most appealing aspects of the Festival, attracting thousands of people.

With your participation, we would again be able to present the best of what Turkey has to offer.

Attached are the rules, guidelines and the application form for your review. Please note that we have limited space and it will be assigned on a first come first serve basis. In order to guarantee your spot, we ask you to please fill-out, sign and return the application form along with your check payable to ATA-DC **no later than August 30<sup>th</sup>, 2011.**

If you have any questions, please do not hesitate to contact Festival's Bazaar Vendor Coordinators Burcu Gundogan and Gizem Salcigil White at [vendors@turkishfestival.org](mailto:vendors@turkishfestival.org).

On behalf of ATA-DC and the Festival Committee, we thank you for your support and look forward to your participation.

Best Regards,

A handwritten signature in black ink that reads "Patsy Jones".

Patsy Jones  
ATA-DC, Treasurer  
Chairperson, Turkish Festival

A handwritten signature in black ink that reads "Demet Cabbar".

Demet Cabbar  
President, ATA-DC  
Co-Chair, Turkish Festival



ATA-DC  
The American Turkish  
Association of Washington, DC

1526 18th ST NW  
Washington, DC 20036  
Phone: 1-888-282-3236

[www.turkishfestival.org](http://www.turkishfestival.org)  
[www.atadc.org](http://www.atadc.org)

**RULES AND GUIDELINES FOR BAZAAR VENDORS**

Dear 2011 Turkish Festival Vendor,

Please read the following rules and guidelines carefully:

**Participation Rules**

- You must be presenting and/or selling a product in order to participate at the Bazaar as a vendor. (NOTE: Service providers, such as Law Firms, Accountants, Travel Agencies, etc. are allowed to reserve a spot at the Bazaar only through sponsorship.)
- Items sold must have a Turkish theme or be of Turkish origin;
- The Festival Committee will rent tents, tables, and chairs for vendors;
- You can either rent a table or a 10' X 10' space, which includes three tables and two chairs.
- You will be asked to choose your own spot on a first come first serve basis;
- Vendors are responsible for their own signage and displays;
- All tables must be covered and vendors are responsible for providing their own table coverings;
- There will be no electrical outlet at the Bazaar;
- 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;
- Vendors are not allowed to sell T-shirts with Turkey theme as ATA-DC reserves the right to sell Turkey theme T-shirts.

**Festival Day Guidelines**

**Loading/Set-up:** Please arrive at the festival site between 9:00 AM and 10:00 AM. Vendors coming after 10:00 AM will forfeit their space. All tables must be set-up by 10:45 as the Festival starts at 11:00.

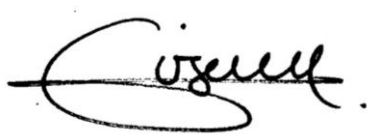
**Festival Site Access:** You will be provided with a 'permit' to enter the Festival site. In order to guarantee your access to the site please place your permit to your car's dashboard. Unloading will have to be completed by 10:00 AM. Cars will not be allowed to remain anywhere on Pennsylvania Avenue; therefore you must park your car in a nearby location.

**Space:** There will be a tag on your reserved table(s) designating your spot. You will not be allowed to change your reserved spot. You are responsible for bringing your own signage should you wish to use one. Since you might have limited space behind the table(s), you might also plan on bringing your own table-top displays or racks. You **MUST BRING** your own TABLE COVER and it must be RED or WHITE.

**Dismantling:** The tents and tables are going to be dismantled by the company providing them around 7:15 PM.

Your cooperation and compliance are essential in having a fun, full-filling, and a successful festival for all! We look forward to seeing you at the Festival! If you have any questions regarding the above mentioned Rules and Guidelines, please contact us at 240-423-7702 (Burcu), 202-492-4429 (Gizem) or email: [vendors@turkishfestival.org](mailto:vendors@turkishfestival.org).

Sincerely,



Burcu GUNDOGAN and Gizem Salcigil WHITE  
2011 Turkish Festival Vendor Coordinators



2011 BAZAAR VENDOR APPLICATION

Vendor Information

Table with 2 columns: Field Name, Value. Fields include Business Name, Description of Items to be Sold, Primary Contact, Tax ID OR SSN, Address (Street), Address (City, State, Zip code), Phone, Fax, E-mail, Website.

Please indicate if there will be another vendor at your table.

2nd Vendor Information

Table with 2 columns: Field Name, Value. Fields include Business Name, Description of Items to be Sold, Primary Contact, Tax ID OR SSN, Address (Street), Address (City, State, Zip code), Phone, Fax, E-mail, Website.

Space Request

Table with 4 columns: Space Type, Fee, # of Table Requested, Total Amount Due. Rows include Table (~3ft x 6ft) and 10ft x 10ft space.

YOUR APPLICATIONS SHOULD BE MAILED TO THE ADDRESS BELOW NO LATER THAN AUGUST 30, 2011.

Turkish Festival 2011 (c/o Gizem White)
1900 S Eads Street, Apt # 1032, Arlington, VA 22202

CHECKS SHOULD BE MADE PAYABLE TO "ATA-DC".

PLEASE READ THE FOLLOWING AND SIGN BELOW:

'I have received and read the Rules and Guidelines and agree to comply.'

Signature: \_\_\_\_\_

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

E STREET NW

1 3 T H S T R E E T N W

FREEDOM PLAZA

INFO

CULTURAL EXHIBITS

ANATOLIAN ART

GUINNESS RECORD TRIAL

ATA-DC

COFFEE

BAZAAR

A

B

C

STAGE

PENNSYLVANIA AVENUE NW

FOOD COURT

1 3 T H S T R E E T N W

1 2 T H S T R E E T N W

1 4 T H S T R E E T N W

INFO

KIDS

SPONSORS

SPONSORS

OTTOMAN TENT

STATION PUBLICATIONS

POOL

