



Community Agency Application

1. This application is ONLY for Community Agencies/Non-Profits/Schools. (If you are a General Vendor or Food Vendor, please download the General Vendor OR Food Vendor application from our website at: www.swccd.edu/streetpainting)
2. The 8th Annual Women's History Month Street Painting Festival will be held on: **Tuesday, March 25 AND Wednesday, March 26, 2014** from **9 a.m.-6 p.m.** at Southwestern College, 900 Otay Lakes Road, Chula Vista, CA 91910
3. We will provide table(s) and chairs(s) for you. The festival will be held outdoors on the main corridor of the campus. You may set-up a canopy if you wish. (Maximum space provided: 10' x 10')
4. **COST: FREE** (NOTE: Must be a Community Agency, Non-profit or school)
5. **HOURS OF OPERATION: 9 a.m.-*6 p.m.** Set-up will begin at 7 a.m. and you must be set-up by 9 a.m. ***There will be NO BOOTH CLOSURE before 6 p.m.** on day(s) of event without prior approval.
6. **DEADLINE:** Application **MUST** be **RECEIVED** no later than **Wednesday, March 19, 2014 by 5 P.M.** (NOTE: If you wish to drop off an application, The Office of Communications, Community and Government Relations is located in Room 100D-I)
7. Parking and detailed set-up information will be provided with confirmation.
8. At closing, cleanup of the booth area is the responsibility of each participant.
9. Southwestern College assumes no responsibility for any loss, damage, injury, or claim arising out of the participant's acts or omissions in the contract.
10. Southwestern College reserves the right to refuse participation to any vendor/agency.
11. No pets are allowed.

For information or questions, please contact:

Brenda Mora, Office of Communications, Community and Government Relations, Room 100D-I
bmora@swccd.edu or (619) 421-6700, ext. 5213

Community Agency Application

Mail to OR Submit in person to:
Brenda Mora
Communications, Community & Government Relations
900 Otay Lakes Road
Chula Vista, Ca 91910

IMPORTANT: Please submit no later than **WEDNESDAY, MARCH 19, 2014**

PLEASE PRINT INFORMATION BELOW

Name: _____ Telephone: _____

Community Agency/Organization/School name: _____

Address/Street: _____

City/State: _____ Zip: _____

Email address: _____

Description of Booth Items: _____

of Table(s) needed (6' x 3'): _____ # of Chairs needed: _____

PLEASE CHECK THE FOLLOWING:

Day(s) of participation: ☐ Tuesday, March 25 ☐ Wednesday, March 26

☐ We will be bringing a canopy

☐ We are NOT able to attend

☐ We will donate a prize OR In-Kind Donation (i.e., gift basket, gift card, etc.)

Description of item: _____

☐ Please call for pick up of prize OR In-Kind Donation

☐ **Yes!** I would like to be informed of future of events

Signed: _____ Date: _____

For Southwestern College Use Only

Logged: Y / N **No. of tables:** _____ **Number of chairs:** _____

Logged in by: _____