



Dear Business Owner/ Community Services Organization/ Government agency:

Please join Latino Educational Training Institute, Las Americas Business Center, Edmonds Community College, and Verdant Health Commission for Latino Expo 2018.

The purpose of this event is to promote and create a network of support within the Latino community and provide information regarding health and safety, financial issues, government services, and offer free health screenings to our community members. The event will also include music, cultural dance, food, and a supervised children's area. **Latino Expo 2018 will be held on August 4, 2018 at Edmonds Community College, 20000 68th Ave W, Lynnwood, WA 98036, from 12:00 pm to 5:00 pm.** We hope you will join us in celebrating diversity and community in South Snohomish County.

**BOOTH REGISTRATION FORM**

Name of Agency/Business: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**TYPE OF ORGANIZATION AND FEE FOR BOOTH**

	Early Reg. (Before Jul 5 <sup>th</sup> )	Regular Reg. (After Jul 5 <sup>th</sup> )
_____ Business (over \$500k)	\$ 400.00	\$ 450.00
_____ Government/Health Providers/Insurers	\$ 200.00	\$ 250.00
_____ Food vendors	\$ 150.00	\$ 200.00
_____ Small Business (less than \$500k)	\$ 120.00	\$ 150.00
_____ Small Business (less than \$100k)	\$ 50.00	\$ 100.00
_____ Church/University/Technical Schools/Non Profit	\$ 50.00	\$ 100.00
_____ Other/Informational Booth	\$ 40.00	\$ 80.00
_____ EdCC/ Edmonds School District	FREE	FREE

Each vendor is RESPONSIBLE TO PROVIDE THEIR OWN TABLE, CHAIRS, CANOPIES, INSURANCE, ETC.  
Please check size of booth: 6 Ft. \_\_\_\_\_ 8 Ft. \_\_\_\_\_ 10 Ft. \_\_\_\_\_

**TYPE OF BOOTH:**

Food \_\_\_\_\_ Arts & Crafts \_\_\_\_\_ Merchandise \_\_\_\_\_ Informational \_\_\_\_\_

Education \_\_\_\_\_ Other \_\_\_\_\_

\*Please Specify type of food, arts and crafts, merchandise, information, etc.

**FOOD VENDORS MUST HAVE APPROPRIATE PERMITS FROM THE HEALTH DEPARTMENT FOR THE DAY OF EVENT.**



**Latino Educational Training Institute**  
6605 202<sup>nd</sup> St. SW, Suite 300, Lynnwood, WA 98036  
Phone (425) 775-2688 Fax (425) 778-8213  
For more information or to volunteer  
call or email: [latinoexpo@letywa.org](mailto:latinoexpo@letywa.org)



## **IMPORTANT BOOTH INFORMATION**

I have read and agree with all fees and regulations contained in this Booth Registration document and agree to abide by all conditions.

Make check payable to LETI, and mail correspondence to: 6605 202<sup>nd</sup> St. SW, Suite 300, Lynnwood WA 98036.

**NOTIFICATION:** Confirmation of your booth will be mailed upon receipt of your application and fee. Booths will be allocated on a first-come, first-served basis.

**PERMITS:** Food vendors must have a temporary permit to serve food on Saturday, August 4, 2018 from the Snohomish Health Department. For more information contact the Environmental Health Division. At all times during the event, there must be a person at the food booth with a valid food-handler's permit.

**APPLICATIONS MUST BE SUBMITTED TO THE HEALTH DEPARTMENT 14 DAYS PRIOR TO THE EVENT. Otherwise, food permit may be delayed and a late fee will apply.**

**DISPLAY ITEMS:** Booth vendors must supply their own tables, chairs, racks, lighting, canopies, etc.

**ELECTRICITY:** Please indicate on the front of your booth application if you will need electrical hookup. It is the responsibility of all vendors to bring their own power strip, surge protection, and electrical cord (100ft. suggested).

**SANITATION:** All booths must supply trash receptacles, trash bags (with ties) and brooms. It is the responsibility of all vendors to bag, tie, and deposit trash in the appropriate area provided on the site. We will supply state required washing facilities.

**LOST OR STOLEN ITEMS:** Participants are responsible for securing their own booth. Neither Las Americas Business Center nor LatinoEducational Training Institute will be responsible for any stolen/lost items.

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Booth Applicant's Signature

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Date



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