

**eliminating racism  
empowering women**  
ywca

**YWCA Enid  
525 S. Quincy  
Enid, OK 73701  
(580) 234-7581  
Fax: (580) 234-1284**

**Dear Potential Vendor,**

YWCA Enid is excited to announce its first Women's Empowerment Fair! The event will be held **Saturday, August 7, 2010** from 9 a.m. to 3 p.m. at our facility.

The goal of this event is to bring a focus to women-owned and women-focused businesses in northwest Oklahoma. We are looking for a wide-variety of vendors! This includes home-based businesses, such as crafts, jewelry or skincare products, to businesses and non-profits, managed by women, that offer services to the community.

Our facility has a fantastic location in central Enid, across from Bass Hospital, off Garriott (412). We will be promoting the event with banners outside the facility, newspaper ads, press releases, e-mails to all YWCA supporters, and posters throughout the community. Admission is free.

If you are interested in being a part of this exciting event, please fill-out the enclosed application and return it to the YWCA by **June 25, 2010**. In order to maintain a fair full of variety, we will be limiting the number of vendors offering duplicate items. You will be informed of your acceptance by July 1, 2010. A \$50 non-refundable booth fee will be due by **July 15, 2010**. You are welcome to include your \$50 fee with the application. If you are not accepted, it will be returned.

Please contact me if you have any questions. We hope you will join us for our first Women's Empowerment Fair!

Sincerely,

Kayte Anton  
Community Education & Prevention Specialist  
YWCA Enid

*Proud to be an United Way agency!*



# Women's Empowerment Fair

YWCA Enid • 525 S. Quincy • Enid, OK 73701

Saturday, August 7, 2010 • 9 a.m. to 3 p.m.

## Vendor Application

Company/Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Description of items to be sold: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please explain what kind of display units you have to compliment your items:

(tall frames, lattice work, or anything that would block the vendor next to you):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will you require electricity?  YES  NO

### Important Information:

- Each vendor will be supplied with (1) 9ft banquet table and two chairs.
- There is a \$50 non-refundable fee for each vendor/booth at the event.
- **June 25, 2010:** Applications are due. You will be informed no later than July 1, 2010 of your acceptance.
- Booth payments are due no later than July 15, 2010.
- You can set-up the night before the event, Friday, August 6<sup>th</sup> from 5 to 7 pm.
- Doors will open to vendors at 7:30 a.m. on Saturday, August 7<sup>th</sup>
- YWCA Enid reserves the right to exclude the sale of any inappropriate item
- YWCA Enid reserves the right to limit the number of vendors selling similar merchandise
- Vendors cannot share spaces, one vendor per application
- Pack-up can begin no earlier than 2:45 p.m.

*WAIVER: I will not hold YWCA Enid or any individual working with the Women's Empowerment Fair responsible for personal injury, damage to property, or theft, nor will I be a party to any legal action against them. I also understand that my registration fee is non-refundable once my application has been accepted. I have read and agree with the requirements.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_