



**DAYTON
INTERNATIONAL
FESTIVAL, INC.**

BOOTH EXHIBIT GUIDELINES

BOOTHS

- A. Booths shall be 10 ft x 10 ft.
- B. Members are required to submit their requests for a specific number of booths by the October meeting. The number of booths allocated to each member is based upon this request and availability with a maximum of eight booths to any one member.
- C. Booth location will be conducted each year by lot. Those members who have attended the most meetings get first choice. Attendance for this purpose will be from January through November (inclusive) of that year.
- D. Total booth space per members shall be contiguous, wherever practical.

BOOTH EXHIBITS

- A. Each participant who has contracted for 1 through 5 booths must maintain a cultural exhibit comprising no less than 1 booth. Each participant who has contracted for 6 or more booths must maintain a cultural exhibit comprising no less than two booths.
- B. Cultural exhibits, for educational purposes, must show scenes or depict aspects of the group's national or ethnic history, religious tradition, folklore, etc. characteristic of that particular group and be composed of items not for sale.
 - 1. Sales may not be made within the confines of the cultural exhibit.
 - 2. A written description of the exhibit must be submitted at least one month in advance of AWAFF to the Cultural Chairperson (Committee).
- C. Each member may prepare and sell food, beverages, and products depicting the group's native lands. All items sold by each group must be authentic and indigenous to the country represented.
- D. Dimensions of the booths must not be altered and no display may extend beyond the dimensions of the booths. Tables, chairs, cooking equipment, refrigerators, etc., may be brought in by the participants without payment to anyone (AWAFF, display company, exhibit hall).
- E. All materials used for decorating the booths must be fireproofed and approved by the appropriate fire authority.
- F. Excessive or overpowering (auditory or visual) displays shall not be allowed.
Those members playing recorded or live music must adhere to the following guidelines: play 20 minutest do not play 20 minutest etc. Any such violation by a member shall be assessed a \$25.00 penalty for each violation.
- G. Commercial or political advertising shall be prohibited.
- H. Political or ideological activities shall be prohibited.
- I. All cooking booths must have a fire extinguisher. It must be able to extinguish A, B, and C fires.
- J. In order to avoid liability, each participating organization shall have available a mop, a pail, and a broom and maintaining the floor area not only inside the booth but extending to the middle of the aisle in the front, sides and to the rear (when applicable) of the occupied booth space. Each organization should also have a small 2 or 4 wheel cart where needed. The Dayton Convention Center will not provide these items.
- K. No smoking or eating in the food preparation or selling areas of the booth. Note: the Dayton Convention center is a smoke free building.
- L. All booths must be complete and ready for viewing by opening time on Friday night of the festival and remain intact until closing time on Sunday night of the festival. Non-compliance will be referred to the Ethnic Committee.