

ALPHA PHI ALPHA FRATERNITY, INC.®

WESTERN REGION

5322Dynasty Court Fairfield, California 94534 | Phone: (707) 290-1256
westvp@apa1906.net | www.alpha-west.

Herman "Skip" Mason, Jr.
General President
William Douglass Lyle
Executive Director



Aaron Crutison Sr.
Western Region Vice President
Jarvis Givens
Western Region Assistant Vice President

Dear Friend and Potential Vendor:

The Western Region of Alpha Phi Alpha Fraternity, Incorporated is pleased to extend to your company/organization an invitation to participate as a vendor in our 62nd Anniversary Regional Convention. **The conference will be held April 8-12, 2010 in Long Beach, California.**

The host hotel, the Long Beach Hilton, is located at 701 West Ocean Boulevard, Long Beach, California 90831. Room rates are: \$94.00/night. The cut-off date for this rate is March 8, 2010. Reservations may be made by calling (562)983-3400. 397-1107

The cost for vendor space at the convention is **\$250.00 for licensed vendors selling Fraternity paraphernalia**, and **\$250.00 for vendors selling general merchandise**. The vendor's booth will consist of two (2) six foot tables arranged in an "L" shape. The cost for one additional table is \$25.00 (the three (3) tables will be in a "U" shape). For those vendors needing a telephone line, the cost for a phone line is \$150/per day. A boxed lunch can be provided for \$25 per person on Friday and/or Saturday. If interested in a box lunch, please add that price to the fee.

If your company is interested in being a vendor this year, please take a moment and complete the attached Vendors Contract and forward it, along with payment and a copy of your current (2010) Alpha Vendor License [this is obtained from our Corporate Headquarters and required to sell Alpha merchandise, to:

Brother Michael Siska
3565 Linden Avenue Unit 155
Long Beach, CA. 90807

This information needs to be received no later than **March 8, 2010** for proper processing and placement. Upon receipt and acceptance of your vendor contract, representatives from the organization will contact you to answer any logistical concerns that you may have concerning our vendor booths. Vendor space requested after the deadline will be \$400.00 for both vendor types.

As you prepare to participate in an outstanding convention, please know that space is limited and all booths will be sold on a first come, first served basis, so register early!

Should you have any additional questions, please contact me, Jeffery Wallace, at (310)648-0803 or email me at jtdwallace@gmail.com.

Thank you for your time and consideration in this most important matter.

Sincerely,
Jeffery T. D. Wallace, Jr.
Executive Director | Western Region
Alpha Phi Alpha Fraternity, Inc.

Founders

Henry A. Callis *Charles H. Chapman* *Eugene K. Jones* *George B. Kelley* *Nathaniel A. Murray* *Robert H. Ogle* *Vertner W. Tandy*

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VENDOR SPACE APPLICATION

Name _____

Company Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone # _____ Fax # _____ Email Address _____

CONTRACT

I, _____, do hereby apply for vendor space for the 62nd Anniversary Western Region Convention of Alpha Phi Alpha Fraternity, Inc. I understand and agree to be governed by the terms and/or conditions set by this official contract:

- I will not use the official logo in any manner (the shield); I will use the proper licensing classifications;
- I will confine my wares to the assigned table space during the allotted period – April 8 – 12, 2010;
- I understand that I am responsible for securing items at the close of the business day;
- I will not sublet any portion of said space;
- I agree to abide by the decision of the fraternity regarding suitability of any item for sale to its membership and guests...in lieu of having my license revoked; and I understand that all vender fees are final and non-refundable.

Signed _____ Date _____

FEES

Make checks payable to and mail to:

Western Region, Alpha Phi Alpha Fraternity, Inc., 3565 Linden Avenue Unit 155, Long Beach, CA. 90807

I WILL NEED ELECTRICITY I WILL NEED A TELEPHONE LINE

BOOTH FEES: Licensed Vendor: \$250.00 /Non-Licensed Vendor: \$250.00 \$ _____

Additional Tables \$25.00 each # _____ \$ _____

Telephone Line \$150.00 \$ _____

Box Lunch \$25 each # _____ \$ _____

Late Fee \$150.00 (Assessed after 3/08/10) \$ _____

TOTAL \$ _____

PAYMENT FORM

Certified Check Cashier's Check Money Order

TYPES OF ITEMS TO BE SOLD

Greek Paraphernalia Jewelry Clothing Pictures Books Other

Founders

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