



**NORTH COUNTY  
AFRICAN AMERICAN  
WOMEN'S ASSOCIATION**

**Dear Prospective Vendors,**

The North County African American Women's Association (NCAAWA) is hosting the 23rd annual Women's Conference, titled **Sisters Spring**. With an expectation of over 300 ladies and girls from North and Central San Diego County in attendance, we would like to cordially invite you to participate as a vendor in the "Market Place" during the conference.

Below are details regarding the event for your review.

**The cost to participate as a vendor is \$125.00, which includes the following:**

- [1] 6' or 8' table with linen & 2 chairs
- Company name listed in program
- Complimentary marketing in conjunction with conference announcements
- [1] hot plated lunch to include: salad, hot chicken entrée with sides, and dessert

**EVENT INFORMATION**

Date: **Saturday, March 28, 2020**

Event/Shopping Time: **9:00 am – 3:00 pm**

Location: **Omni La Costa Resort & Spa**, 2100 Costa Del Mar Road, Carlsbad,

CA Vendor Setup Time: **7:00 am – 8:30 am**

Vendor Teardown Time: **3:30 pm – 5:00 pm**

**VENDOR REQUIREMENTS**

1. Online registration and payment must be received by February 28, 2020.
2. Setup and teardown times must be followed. Late setup or early teardown may result in forfeiting your space for future conferences.
3. Table locations will be communicated upon arrival on conference day.
4. All items available for sale must be suitable for family viewing.
5. Under no circumstances are animals, smoking, or incendiary products permitted, and will be removed immediately if found.
6. You are responsible for setting up, monitoring, and tearing down and cleanup of your assigned space at all times.
7. Refunds are not accepted after payment has been received.
8. Loading and unloading procedures will be provided with your vendor confirmation email.
9. North County African American Women's Association and Omni La Costa Resort are not responsible for lost, stolen, broken items.
10. You are requested to donate an item for our door prize.

Space is limited, so please let us know if you are interested in participating in our Market Place.

If you are unable to attend, please consider donating to our event by visiting [ncaawa.org/womensconference2020](http://ncaawa.org/womensconference2020)

If you have additional questions, please email us at the following address: [wcvendors@ncaawa.org](mailto:wcvendors@ncaawa.org)

We look forward to hearing from you!

Sincerely,

**Janetha Bailey-Long**