



ncnw
sacramento valley section

Dr. Mary McLeod Bethune
Founder

January 26, 2024

Dorothy I. Height
Chair Emerita

Dear Vendor:

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Re: Sacramento Valley Section of the National Council of Negro Women, Inc. (SVS-NCNW) 35th Annual Sweet Potato Festival:

The SVS-NCNW will celebrate our 35th Annual Sweet Potato Festival (SPF). The festival will take place on **Saturday, March 23, 2024**, at the Samuel and Bonnie Pannell Community Center, located at 2450 Meadowview Rd., Sacramento, CA 95832 from 10 a.m. to 4 p.m.

Resource or Small Business Vendor fees are \$125.00 per space which includes one 8-foot table and two (2) chairs. Spaces will be assigned based upon your sign up and received payment. You may choose to submit your application via the SVS-NCNW online application and pay source, located on the SVS-NCNW website at www.svs-ncnw.org. Please scroll to the Sweet Potato Festival landing page to complete your online application and to pay.

Should you choose to submit your application and payment via postal service, please mail both to P.O. Box 231936, Sacramento, CA 95823. Checks should be made payable to: SVS-NCNW, Inc. (in the memo area please put SPF Vendor Fee). Application and payment must be submitted by March 15, 2024.

Vendors will be allowed in the center for set-up the morning of the event at 8:00 a.m. and must be set up and ready by 9:45 a.m. Vendors' wares and table must be broken down and removed from the center no later than 5:00 p.m. (after the event). Additional fees in the amount of \$20.00 will be assessed for every 15 minutes thereafter if you have not cleared the center.

Please note:

- There will be no vendor registrations at the door on March 23, 2024;
- As an exhibitor, you are required to hold a valid California Sellers' Permit (if applicable);
- Food vendors will not be allowed for the festival;
- The State Board of Equalization requires prior verification of all permits, therefore, please type/print your permit number clearly on the registration form.

Please feel free to contact me should you have any questions at 916-803-1399 or dharong08@gmail.com.

Thank You

Dharon Grayson

Dharon Grayson
Coordinator
35th Annual Sweet Potato Festival
SVS-NCNW