



# Oklahoma Indian Child Welfare Association, Inc.

## Exhibitor/Vendor Information

### Executive Officers

**PRESIDENT**  
Kimberly Baca  
(Choctaw)  
Choctaw Nation

**VICE PRESIDENT**  
Nethia Wallace  
(Kickapoo)  
Sac and Fox Nation

**SECRETARY**  
Melissa McGee  
(Choctaw)  
Choctaw Nation

**TREASURER**  
Carol Gooday-Mithlo  
(Comanche)  
Comanche Nation

**MEMBER AT LARGE**  
Tara Gragg  
(Wyandotte)  
Wyandotte  
Nation

### Mission Statement

The mission of the Oklahoma Indian Child Welfare Association, Inc., is to promote the well-being of American Indian children, their families and their tribes.

Exhibiting at the Oklahoma Indian Child Welfare Association 16<sup>th</sup> Annual Conference provides an opportunity for you and your business to showcase services and/or products to conference participants. Over 400 professionals working with American Indian children and families are expected to attend this year's conference.

### Exhibit Schedule:

Tuesday, November 7, 2023 8:00am – 5:00pm Exhibitor Set-up  
Wednesday, November 8, 2023 8:00am – 5:00pm Exhibitor Set-up  
Thursday, November 9, 2023 8:00am – 5:00pm Exhibitor Set-up

### Exhibit Details:

Booth: \$250.00 for all three (3) days

- Includes one (1) 6' ft. table with two (2) chairs per exhibit
- Electricity will be limited and will be accommodated based upon first registered/requested.

**Exhibitor Deadline: Oct 29, 2023 - Space is limited, don't delay!**

**Notification of Selection:** Exhibitors accepted will be notified via email by October 30, 2023.

**Fee Payment:** Vendor payment can be made by Paypal, Purchase Order or Authorization number, or mailed check. **Fees made payable to Oklahoma Indian Child Welfare Association.**

**Cancellation Policy:** Exhibit fee is *non-refundable*.

### Additional Info:

**Exhibitors and Vendors must commit to all three days of the conference.**

**Exhibitors and Vendors must comply with Exhibitor and Vendor Terms and Conditions (page 3). OICWA Conference Committee advocates for Indian art being sold to comply with the U.S. Indian Arts and Crafts Act of 1990.**

**OICWA RESERVES THE RIGHT TO REJECT ANY REQUEST TO EXHIBIT**

Questions or Comments:

Contact Kendra Lowden at [kendralowden@gmail.com](mailto:kendralowden@gmail.com)

**Exhibitor / Vendor Registration Form**  
**Submission Deadline: October 29, 2023**  
**Space is Limited - First Come, First Served**

**Exhibitor / Vendor Information:**

**Please print**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Agency/Organization/Business/Tribe: \_\_\_\_\_

Tribal Affiliation: \_\_\_\_\_

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

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

Contact Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

***Description or Services/Products to be exhibited:***

**Choose Exhibit Type:**

Exhibitor

Vendor

Tuesday, Wednesday, Thursday

(11/7) (11/8) (11/9)

\$250 for all 3 days

❖ Electricity needed (limited access):

Yes

No

**By Submitting this form, I acknowledge I have read and understand the Exhibitor and Vendor Terms and Conditions (Page 3) and, if applicable, meet the requirements of the U.S. Indian Arts and Crafts Act of 1990.**

Signature of Exhibitor/Vendor: \_\_\_\_\_ Date: \_\_\_\_\_



## Exhibitor and Vendor Terms & Conditions

### General Terms:

- The Oklahoma Indian Child Welfare Association, Inc. (OICWA) reserves the right to reject any requests for exhibition.
- OICWA reserves the right to restrict or evict exhibitors or vendors who become objectionable because of noise, method of operation, materials or any other reason including the opinion of OICWA that the exhibit detracts from the OICWA conference as a whole. In the event of eviction, OICWA is not liable for refunds or other expenses.
- Insurance and liability are the full and sole responsibility of the exhibitor or vendor.
- Exhibitors and vendors must pre-register on the OICWA website at [www.oicwa.org](http://www.oicwa.org) and check in at the OICWA registration area. At that time, name badges and a final program will be provided.
- Any sound equipment must be kept at a level low enough that it will not disturb other exhibitors and vendors.
- Items may be placed under your skirted table at night, but please note that there will be no security or storage space available.
- All property of exhibitors and vendors is understood to remain in their care, custody and control in transit to or from or within the confines of the exhibit area. Any fees associated with handling of exhibitor or vendor materials are the sole responsibility of the exhibitor or vendor.
- Items may not be attached to the wall of the Osage Casino Hotel. They do not allow nails, staples, or tape to attach any displays or decorations. Glitter, confetti, candles to be lit, smoked, or the like are not allowed.

### Terms and Conditions:

Exhibitors and vendors are held to the Terms and Conditions of this agreement and any organization or individual submitting an application agrees to be bound to all Terms and Conditions. Please make a copy of the completed application for your records.

1. An application for exhibit or vending space is being made in accordance with the rules and regulations governing exhibits and vending tables for the Oklahoma Indian Child Welfare Association 16<sup>th</sup> Annual Conference on November 7-9, 2023 at the Osage Casino Hotel in Tulsa, Oklahoma. Exhibit and vending space is assigned on a first-come, first-served basis. Limited number of spaces available, and submission of application does not guarantee a space.
2. The Oklahoma Indian Child Welfare Association Inc. (OICWA) and any prime contractor retains the right to assign and/or change exhibit locations. OICWA and any prime contractor reserve the right to refuse exhibit space to any applicant whose exhibit is not consistent with the mission of the conference or the rules and regulations of the hotel or any prime contractor.
3. Exhibitors and vendors are responsible for any damages to hotel property, OICWA property, or property of any prime contractor. Neither OICWA nor any prime contractor shall be responsible for any damages or losses incurred by exhibitors or vendors, including, but not limited to, theft or accidents.
4. Exhibitors and vendors are responsible for arranging all of their logistical and other needs, including, but not limited to, audio-visual equipment and shipping. In submitting a Vendor/Exhibitor Registration Form, the exhibitor or vendor's authorized representative:

Confirms that he or she has read and accepted the Terms and Conditions, which have been incorporated herein and are made a part hereof; and agrees to abide by these Terms and Conditions, including but not limited to all matters pertaining to liability and risk, in the event this application is accepted by OICWA.