



## KERN MINORITY CONTRACTORS ASSOCIATION (KMCA)

# ***10<sup>th</sup> Annual Construction Contracting Conference***

March 20, 2017

### **Dear Vendor:**

On behalf of the *Construction Contracting Conference* committee, we invite your agency to participate at this event.

The conference is Friday, April 21, 2017 at the *Marriott – Downtown Bakersfield*. It's designed for those interested in contracting with various public agencies. In addition to presentations and workshops, attendees have an opportunity to receive information on resources like yours.

**Vendor Marketplace will run from 10 am until 5 pm and will provide your Agency an opportunity to outreach with SB/DBE/DVBE/MBE/WBE firms.** Attached find the Vendor application form and registration. Each vendor is assigned one booth, two chairs and two lunch tickets. Please send your application as soon as possible. The application **deadline is April 19<sup>th</sup>**.

### **Vendor Marketplace booth registration fee's -**

Public Agencies and Prime Contractors - \$750

General Contractors and Large Suppliers - \$ 500

Small Business and Large Service Provider- \$350

No-Profits and Small Resource Service Providers- \$ 250



We look forward to your participation. Direct any questions to 661.324.7535.

Sincerely,

Conference Planning Committee



**K M C A**  
**KERN MINORITY CONTRACTORS ASSOCIATION**

***10<sup>th</sup> Annual Construction Contracting Conference***

*FRIDAY, APRIL 21, 2017  
MARRIOTT HOTEL – DOWNTOWN  
BAKERSFIELD, CA*

**REQUIREMENTS TO VENDOR**

**Setup & Teardown Rules.** All booths must be ready for final set-up by 9:30 am. Setup hours are from 7:30 – 9:30 am, on the day of the conference. Vendors must begin to remove their booth display by 5 pm; and all vendors must clear the hall by 5:30 pm.

**Number of Vendor Representatives.** Each vendor is permitted to have up to two (2) representatives per vendor. Two name tags will be provided to each vendor, and booth representatives must wear name tags while in the booth or the conference area.

**Right to Change Booth Assignments.** The conference committee reserves the right to change booth assignments as needed.

**All Booths must be paid in full by April 19<sup>th</sup>, 2017 unless a separate arrangement has been made**

**Payment can be made by check, credit card-paypal link, or in person.**

**Vendors will be provided one 6 x 30 marketplace booth, two chairs and two lunch tickets.**



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FRIDAY, APRIL 21, 2017  
MARRIOTT HOTEL – DOWNTOWN  
BAKERSFIELD, CA  
VENDOR REGISTRATION FORM

*One form needed for each participating vendor*

AGENCY NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY STATE ZIP \_\_\_\_\_

CONTACT PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

Registration fees due by April 19, 2017. Email to [kmca@att.net](mailto:kmca@att.net) or fax to 661.324.9287. Make check payable to Kern Minority Contractors Association. Checks can be mailed to Po Box 2367 Bakersfield, CA 93303 or payment by credit card can be made.

I, representative of the agency named above, agree to abide by the requirements to participating as a vendor at the 10<sup>th</sup> annual construction contracting conference.