**Recruiting Booths for the 2019 Akita International Festival**

**【Overview of the 2019 Akita International Festival】**

Date & Time: **Monday, September 16th, 2019 (National Holiday)**

**10:00～16:00**

Venue: **Nigiwai Koryukan 2F, Exhibition Hall**（1-4-1 Nakadori, Akita City）

Organizer: Akita International Association

Visitors（last year）: 7,609 people

Goal: The Akita International Festival aims to deepen Akita residents’ understandings of international cooperation, cross-cultural exchange, and multiculturalism. Anyone can freely come to the event, and it offers booths that introduce Akita’s several international organizations and their activities, as well as booths that showcase various cultures around the world, with some of our international residents introducing their respective home countries.

**【Application Guidelines for Running a Booth】**

Booth Details：Exhibition Booth (Cultural Booth or Bazaar Booth. Items can only be for sale in Bazaar Booths.)

Requirements：1. You must be with a group engaging in international exchange / cooperation activities, all of which must not be related to profitable, religious, or political purposes.

 2. In the case of running a bazaar booth, you must provide the organizer details of the items you plan to sell and where the profits will go.

 3. Must attend one pre-festival meeting**, which is mandatory.**

  **Times: Sat, Aug 24th, 2019, 10:00 or Mon, Aug 26th, 2019, 18:00**

* Duration: ~30 min.

Covers: festival schedule, explanation of notes, and distribution of name cards

Booth Fee: Free **※AIA will not provide any subsidies for running booths.**

Application: Please fill in the application form and send it to the Akita International Association （）by **Friday, July 26th, 2019** by post, FAX, or email.

Notes:

1. 30 booths are available.
2. You are not allowed to designate a booth location.
3. Bring whatever you need with you to the venue in the morning before the festival, and use that time to prepare your booth.
4. Each booth should prepare quizzes, which will be given to visitors as a part of a quiz stamp rally to encourage interaction with attendees.
5. Per booth, the following equipment will be available:
	* Two panels (H180 cm and W96 cm) ※ Can be mounted vertically
	* One rectangular-sized table (L180cm×W45cm×H72cm）
	* Two chairs
	* Tape for attaching items will be provided by the AIA ※ No tacking
	* If you wish to have access to an outlet, please let us know what you plan to use it for.
	* If you wish to serve food or drinks at your booth, please let us know the details of what you will bring in the application form.
6. Please note that photos and videos taken at the festival will be used for AIA’s brochures and online presence for the purposes of publicizing and reporting our activities. Thank you for your understanding.