



# Delta Sigma Theta Sorority, Inc.

Denton County Alumnae Chapter

*“Dynamic and Capable, Adapting to Change”*

PO Box 50085

Denton, Texas 76206

www.dstdcac.org

March 14, 2023

***Re: Vendor Opportunity for Women’s Symposium***

Dear Denton County Supporter,

The DYNAMIC Denton County Alumnae Chapter of Delta Sigma Theta Sorority, Inc. is hosting our 24<sup>th</sup> Annual Women’s Symposium. This year’s theme is *“I’m not your Superwoman...Taking off the Cape.”* The event will be held Sunday, April 30, 2023, at 2:00 pm at the Embassy Suites Convention Center located at 3100 Town Center Trail-Denton Texas.

Delta Sigma Theta Sorority, Inc. is committed to helping small business owners. We believe this would be a wonderful opportunity for you to showcase your products to our Symposium guests. This event attracts many attendees throughout the metropolitan area and we hope you will consider taking advantage of this opportunity. The deadline to reserve a space is April 17, 2023. The vendor fee is \$75.00.

In return, DCAC asks vendors to submit an ad in a PDF showcasing their product and donate an item to be raffled to Women’s Symposium participants. Additionally, DCAC will ensure time for guests to shop with your business at the Women’s Symposium.

If you would like to purchase vendor space for our 24<sup>th</sup> Annual Women’s Symposium, please complete and return the attached form. If you have any questions, please contact me via email for more information. Thank you once again for your participation and support.

Sincerely,

*Robbin V. Robinson.*

**Robbin V. Robinson, President**

Denton County Alumnae Chapter

Delta Sigma Theta Sorority, Inc.

(972) 464-6311

[RVR.DCAC10thPresident@gmail.com](mailto:RVR.DCAC10thPresident@gmail.com)

*Cleopatra Birckbichler.*

**Cleopatra Birckbichler, Chair**

Denton County Alumnae Chapter

Delta Sigma Theta Sorority, Inc.

(940) 390-0816

[cleob8.dactreasurer@gmail.com](mailto:cleob8.dactreasurer@gmail.com)

Robbin V. Robinson-President  
Amia Heggins-Recording Secretary  
Cleopatra Birckbichler-Treasurer  
Val Morgan-Corresponding Secretary

Lisa Morgan-1<sup>st</sup> Vice President  
Cynthia Jones-2<sup>nd</sup> Vice President  
Ronnie Pegram-Financial Secretary  
Towanda Bryant-Asst. Financial Secretary

# Women's Symposium Vendor Agreement

This Agreement, dated as of \_\_\_\_\_ is between

\_\_\_\_\_ (“hereinafter referred to as Vendor”) and Delta Sigma Theta Sorority, Inc., Denton County Alumnae Chapter (“DCAC”).

In exchange for vendor space at the 24<sup>th</sup> Annual Women's Symposium on April 30, 2023.

## Vendor agrees to the following:

- (1) Pay the vendor fee of \$75.00 on or before April 17, 2023.
- (2) Have the vendor table set-up by 1:15pm
- (3) Have the vendor table cleared by 4:15pm
- (4) Donate an item to DCAC for raffle to the Women's Symposium participants
- (5) Display *appropriate* items for sale or service at the event.

**(DCAC reserves the right to ask any vendor to remove any items or information for services that is not considered appropriate).**

## DCAC agrees to the following:

- (1) Provide access to set-up the vendor booth by 12:15pm
- (2) Provide a vendor table and two (2) chairs for Vendor to display items.
- (3) Provide one lunch for Vendor and one (1) Guest. Additional lunches may be purchased for \$25.00.
- (4) Provide an opportunity for Women's Symposium participants to visit the Vendor Booths.
- (5) Recognize vendors during the Women's Symposium.

The parties agree that this contract can be canceled by either side upon written notice postmarked by April 17, 2023. Written notice will be considered delivered to the address or email address listed below. The parties agree that no request for refunds will be honored after the April 17, 2023, postmark date.

The parties further agree that in the event of cancellation of the Women's Symposium for any reason, *if* the Women's Symposium is not rescheduled, the vendor is entitled to a refund of half the vendor fee within 30 business days of the cancellation date.

## VENDOR INFORMATION

\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Item(s) for sale

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Email

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

**Chapter contact: Lemoine Jones @ (504) 615-9598**

**Make check or money order payable to:**

DST-Denton County Alumnae Chapter

P.O. Box 50085

Denton, Texas 76206-0085

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