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## **YORKFEST Welcome Week 2011 MEMO**

Date: June 1st 2011  
To: York Community  
From: YorkFest Welcome Week 2011 Village Organizing Team  
RE: YorkFest Welcome Week Village 2011: Club Table Sign-Up

Greetings from the YorkFest Welcome Week Village Organizing Team!

YorkFest Welcome Week Village 2011 will be held on Wednesday, September 21st. YorkFest Welcome Week is the largest three day event held annually at York University. The goal of YorkFest Welcome Week is to allow clubs and services to share information with the York community, while exposing new and experienced musical talent to all those who attend.

For the fifth year, the village will be placed along the campus walk from the Student Centre to William Small Centre. This year promises to be the biggest and best yet as we continue to strive to improve on the already great event.

Don't miss out on your chance to be a part of the greatest day long free event at the York campus. The Village provides you with the opportunity to meet and greet York students, and explain to them all the great things that your organization has to offer. The Festival Village will begin at 10:00pm and end at 6:00pm (with all participating organizations to setup at 8:30 am).

This is your best chance to connect with York students. Table space is allocated upon a first come first serve basis, so hand in your application forms as soon as possible. A confirmation will be sent back to you via email. If your organization would like to have a table in the YorkFest Village, please fill out the attached form and submit it to The York Federation of Students office room 336 Student Centre by September 10th, 2011.

If you have any questions regarding the YorkFest Village please direct them to Osmel Maynes at [events@yfs.ca](mailto:events@yfs.ca)

Keep checking [www.yorkfest.ca](http://www.yorkfest.ca) for updates!!



# Yorkfest Welcome Week 2011 York Club/Organization Form Festival Village

Application Form  
Submission Deadline: Friday, September 10th 2011

**Please print clearly:**

Organization Name: \_\_\_\_\_ Organization Email Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position Held: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Secondary: \_\_\_\_\_ Contact: \_\_\_\_\_ Position: \_\_\_\_\_

Each participating organization will be given one table and 2 chairs only. If you have any special requests such as wheelchair or other accessibility requests please indicate this in the space provided below. Note: This year there will be NO electrical connections available. Music will NOT be permitted at the Village by student organizations due to the close vicinity to lecture halls/tutorial rooms.

\_\_\_\_\_

In order for us to be able to organize the Festival Village successfully and make it enjoyable for all the participants we ask that you please abide by the following:

- **All Clubs/Organizations must be officially recognized by the York Federation of Students, York University or SC&LD**
- Please respect all the participants of the Village including off campus and commercial organizations.
- York Club/Organization tables are for the dissemination of club/organization information and sale of membership and/or event tickets. Selling of food or products or promoting for external sponsors/companies at Club/Organizations tables will NOT be permitted.
- Clubs/organizations shall NOT disseminate any information which can be reasonably construed as being sexist, racist, homophobic, or any information which promotes hatred towards any group or individual. If complaints are received YorkFest Village Organizers shall attempt to mediate the issue and seek an agreeable resolution. Failing such agreement, YorkFest Welcome Week Village Organizers shall make the decision they deem as appropriate given the circumstances.
- Restrict all your activities to the space provided to you. Do not encroach on your neighbor's space and/or into access paths.
- Please do not relocate yourselves. If you would like to be relocated please make a request to us and we will try to accommodate you.
- If you are using props ensure that they do not extend above 10 feet from the ground.
- If the Village Organizers feel that a participant is not adhering to the spirit of the Village, that organization may be asked to leave the Village.
- **There will be NO music permitted at Club/Association tables at the YorkFest Welcome Week Village.**

**I HEREBY DECLARE THAT I HAVE SIGNING AUTHORITY FOR THE ORGANIZATION INDICATED ABOVE. I HAVE READ, UNDERSTOOD AND AGREED TO ALL OF INDICATED ABOVE AND THAT WE THE ORGANIZATION INDICATED ABOVE SHALL ABIDE BY THE TERMS AND CONDITIONS OF THIS APPLICATION FORM AND ALL RULES/POLICIES THE YORKFEST WELCOME WEEK VILLAGE, YORK FEDERATION OF STUDENTS AND YORK UNIVERSITY.**

\_\_\_\_\_  
Full Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Position Held

\_\_\_\_\_  
Signature