

Sapperton Day

STREET FESTIVAL 2013

Sponsor/Vendor Information & Application

LOCATION: 400 Block of E. Columbia St., New Westminster, BC (by Royal Columbian Hospital)
DATE: Sunday June 9th, 2013
STREET CLOSES: 9am
EVENT ENDS: 5pm
STREET RE-OPENS: 6pm

EVENT HOURS/SELLING TIME: 11am - 5pm
VENDOR SETUP: 9am - 11am
TEAR DOWN: 5pm - 6pm

*Note extended hours for set up & selling - to be confirmed one month prior to event

The 11th Annual Sapperton Day Street Festival is a celebration that brings over 13,000 visitors into Sapperton showcasing its vibrant shops, services, restaurants, community organizations & home based businesses. We shut down East Columbia St. from Braid Street all the way to Sherbrooke St. and the community is filled with music, entertainers, contests, food, information booths, prize draws, vendors, so much more!

All proceeds from the Festival day are donated to the **Royal Columbian Hospital Foundation**. This year's event will raise funds for critically needed equipment, research and innovation at Royal Columbian Hospital and the work of the Royal Columbian Hospital Foundation to support the best of medical care for the future. We invite you to participate in our wonderful community event that **raises thousands of dollars for the Royal Columbian Hospital Foundation** each year.

Guidelines & Limitations: The Sapperton Day Street Festival is an outdoor event - rain or shine. There are no refunds.

The Festival has a policy of "first paid, seller accepted" in regards to identical product brands being sold at the Festival. Be sure to send in your form & payment ASAP.

Vendors paying \$125 (pre pay \$100) & Non-Profits will be provided with a 10' X 10' space on the street. Sponsors are provided with a 10' X 10' & tables if requested.

We recommend you bring a festival tent (no larger than 10' X 10'). Tables & Chairs not provided as most vendors use their own tables or display cases and their own (more comfortable) seating. Tents or power not provided.

All participants are asked to be on the street before the street closes at 9am. Set up & take down times as stated at the top of this sheet. **Set up & take down times are enforced.**

Site maps & parking passes allowing you to enter the festival site will be sent via email two days before the event. All vehicles on the street should be to assist in set up only - your car must be moved before 11am.

Parking will not be allowed on the street during the festival unless as part of a pre-approved display. We suggest that you arrive early to unload items on the sidewalk near your designated area before street closure in order to park your car elsewhere. Parking is available in neighbouring streets, please watch for enforced parking regulations.

It is not possible for festival organizers to guarantee any particular location or stage sightlines.

Vendors are asked to remember this is a family event & are not to sell, display or advertise any improper, offensive or illegal products or services. Market Place Vendors may not perform or sell beverages and/or ready-to-eat food items.

The Sapperton Day Street Festival reserves the right to limit, curtail, or refuse any participant activity, display space, merchandise or service. Note that promotion or marketing of associate businesses during the Festival is strictly prohibited in order to honour sponsors & other participating businesses.

The Festival is not responsible for any lost, stolen or damaged inventory or items used to promote your business/ organization during the Festival.

Any vendor may request a double booth which will be charged at full price - there is no quantity discount. The Sapperton Day Street Festival reserves the right to grant or deny any requests for additional booths.

Sponsorships & Vendor Fees:

<p>Zone Sponsor</p> <p>Email your logo for media opportunities (.eps format) info@shopsapperton.com</p>	<p>Event Zone named or recognized by your business branding</p> <p>Contact us for further info</p>	<p>10'X20' space on street - tables (if requested), approx. 2'X6' - company logo on all volunteer t-shirts - company banner displayed at main stage & recognition by MC on stage - company logo with large prominence on promo posters & ads, print & online media - recognition on shopsapperton website, twitter, facebook & other social media</p>	<p>\$5000</p>
<p>Corporate Sponsor</p> <p>Email your logo for media opportunities (.eps format) info@shopsapperton.com</p>	<p>Event Activity named or recognized by your business branding</p> <p>ie: social media sponsor, ride ticket sponsor, bouncy sponsor Contact us for further info</p>	<p>10'X20' space on street - tables (if requested), approx. 2'X6' - company logo on all volunteer t-shirts - company banner displayed at main stage & recognition by MC on stage - company logo prominent on promo posters & ads - recognition on shopsapperton website, twitter, facebook & other social media</p>	<p>\$1000</p>
<p>Event Sponsor</p> <p>Email your logo for media opportunities (.eps format) info@shopsapperton.com</p>	<p>Company Logo recognition of sponsorship</p>	<p>10'X10' space on street - tables (if requested), approx. 2'X6' - company logo on all volunteer t-shirts - company logo on promo posters & ads - recognition on shopsapperton website, twitter, facebook & other social media</p>	<p>\$500</p>
<p>Individual Sponsor</p>	<p>Individual Sponsors are defined as: people wishing to support the Festival without intention of having a booth or tent on the street</p>	<p>- recognition on www.shopsapperton.com website</p>	<p>\$100 or higher</p>
<p>Vendor</p>	<p>Vendors are defined as: individuals & businesses marketing products or services for promotion or retail sale</p>	<p>10'X10' space on street only</p>	<p>\$125 Prepay by March 31st price \$100</p>
<p>Non-Profit (Limited Spaces Available)</p>	<p>Non-Profits are defined as: Community or charitable organizations promoting awareness of a specific cause. Non-profits are not permitted to sell any products, raffle/prize tickets, subscriptions or memberships of any kind during the Festival</p>	<p>10'X10' space on street only</p>	

Payment Deadline April 30th, 2013 - See application for mailing address.

Agreement:

By signing the application form, you are agreeing that you have read and agree to the vendor guidelines and limitations outlined above for the Sapperton Days Street Festival.

We thank you for your interest & look forward to receiving your application. If you have any questions or concerns please contact:

Marnie Kurylo
Sapperton Days Street Festival
Event Coordinator
778-881-5261
marnie.kurylo@shopsapperton.com

Sapperton Day STREET FESTIVAL 2013

Sponsor/Vendor Application - Please Print Clearly

Date: _____

Business or Organization Name: _____

Contact Name & Title: _____

Phone #: _____

Email : _____

Sponsorship Level: please circle one

Payment Deadline April 30th, 2013

Cash or Cheque payments only, make cheques out to Sapperton Merchants Association

1. **Non-Profit** (no selling allowed)

3. **Vendor** (Prepay by March 31st \$100) **\$125**

4. **Individual Sponsor** **\$100 or higher**

5. **Event Sponsor** **\$500**

6. **Corporate Sponsor** **\$1,000**

7. **Zone Sponsor** **\$5,000**

**** Outside food vendors please refer
to the Food Vendor Application**

Description of your sponsored activity or display area: The Sapperton Day Street Festival reserves the right to limit changes made to the description of your vendor booth including but not limited to: merchandise or services sold or promoted, Vendor attending, activities offered during Festival.

Signature: _____

By signing the application form, you are agreeing that you have read and agree to the vendor guidelines and limitations outlined on previous pages for the Sapperton Day Street Festival.

Please drop off or mail form & payment prior to deadline: April 30th, 2013 c/o Sapperton Day Street Festival, TD Bank at 280 E. Columbia St. New Westminster BC V3L 0E3.

Bank hours for drop off are: M-W 8-6, Th-F 8-8, Sat 8-4 & Sun 11-4

Drop your payment attached to the application in the Sapperton Day Street Festival mail box inside the branch.