

Sapperton Day

street festival 2017



Sponsor/Vendor Information & Application

LOCATION: 400 Block of E. Columbia St., New Westminster, BC

DATE: Sunday, June 11th, 2017 **EVENT HOURS/SELLING TIME: 11am - 5pm**

STREET CLOSES: 9am **VENDOR SETUP: 9am - 11am**

EVENT ENDS: 5pm **TEAR DOWN: 5pm-6pm** **STREET RE-OPENS: 6pm**

The 15th Annual Sapperton Day Street Festival is a celebration that brings over 15,000 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!

Proceeds raised during the Festival day are donated to the Royal Columbian Hospital Foundation.

We invite you to participate in our wonderful community event that raises thousands of dollars for the Royal Columbian Hospital Foundation each year.

General 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 and Non-Profits will be provided with a 10' X 10' space on the street. **Spots are limited!**
- **We recommend** you bring your own canopy tent (no larger than 10' X 10').
- **Tables, chairs, tents and power are 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 2 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 honor 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:

Title Sponsor	Terms negotiable.	Terms negotiable,	\$10,000
Zone Sponsor	<p>Event Zone named or recognized by your business branding</p> <p>Contact us for further info Terms may be negotiable.</p> <p>Email your logo for media opportunities (.eps format) <u>info@shopsapperton.com</u></p>	<ul style="list-style-type: none"> - ability to offer product sampling, give-aways or swag. - 10'X40' space on street - 2 tables (if pre-arranged) - company logo on all volunteer t-shirts - company logo displayed on event sign boards & recognition by event mcee. - company logo displayed on posters & print ads. - recognition on "shopsapperton" website and social media. 	\$5,000
Corporate Sponsor	<p>Event Activity named or recognized by your business branding</p> <p>Email your logo for media opportunities (.eps format) <u>info@shopsapperton.com</u></p>	<ul style="list-style-type: none"> - ability to offer product sampling, give-aways or swag. - 10'X20' space on street - 2 tables (if pre-arranged) - company logo on all volunteer t-shirts. - company logo displayed on event sign boards & recognition by event emcee. - company logo displayed on posters & print ads. - recognition on "shopsapperton" website and social media. 	\$1,000
Event Sponsor	<p>Company Logo recognition of sponsorship</p> <p>Email your logo for media opportunities (.eps format) <u>info@shopsapperton.com</u></p>	<ul style="list-style-type: none"> - 10'X10' space on street - 1 table (if pre-arranged) - company name displayed on event sign boards & recognition by event emcee. - company name <u>listed</u> on posters. - recognition on "shopsapperton" website and social media <p style="text-align: center;"><u>No tent provided</u></p>	\$500
Sapperton Business	<p>Sapperton Business is defined as: any brick and mortar or home based business in the Sapperton area.</p>	<ul style="list-style-type: none"> - recognition on shopsapperton.com website. - 10'X10' space on street. If possible in front of place of business. <p style="text-align: center;"><u>No tent or table provided</u></p>	<p>\$150 or higher</p> <p>Register and prepay before April 10th & pay only \$120</p>
Vendor	<p>Vendors are defined as: individuals and/or businesses marketing products or services for promotion or retail sale.</p>	<ul style="list-style-type: none"> - 10'X10' space on street only. <p style="text-align: center;"><u>No tent or table provided</u></p>	<p>\$150</p> <p>Register and prepay before April 10th & pay only \$120</p>
Non-Profit	<p>Non-Profits are defined as: Community or charitable organizations promoting awareness of a specific cause. Not permitted to sell any products, raffle/prize tickets, subscriptions or memberships of any kind. Political or government agents must apply as a vendor.</p>	<ul style="list-style-type: none"> - 10'X10' space on street only. <p style="text-align: center;"><u>No tent or table provided</u></p>	<p>No Charge</p> <p>(Limited Space First come, first serve!)</p>

Payment Deadline May 11th, 2017.

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

Guy Ciprian, Event Manager
guy.ciprian@shopsapperton.com
604-341-1496

Sapperton Day street festival

Sunday, June 11th, 2017

Sponsor/Vendor Application - Please Print Clearly

Date: _____

Business or Organization Name: _____

Contact Name & Title: _____

Phone#'s: _____

Email: _____

Sponsorship Level: (please circle one)	
1. Non-Profit (<i>no selling allowed</i>)	No Charge – Limited Spots!
2. Vendor	\$ 150 * (Before April 10th pay \$120)
3. Sapperton Business	\$ 150 * (Before April 10th pay \$120)
4. Event Sponsor	\$ 500
5. Corporate Sponsor	\$ 1,000
6. Zone Sponsor	\$ 5,000
7. Title Sponsor	\$10,000
8. Restaurants & Food Vendors - please refer to the Food Vendor Application	

- **We accept Cash, Cheque or Paypal payments only:** pay by Paypal at www.shopsapperton/SD2016.html
- **If you have paid by Paypal,** please write your invoice/transaction number on the top of this page.
- **If paying by cheque,** please make your cheque out to "**Sapperton Merchants Association**"
- **If paying by cash,** please drop off at address below. (We are not responsible for cash sent by mail)
- **Receipts or Invoices will be sent out by request only!**

***** Payment Deadline May 11th, 2017 *****

Please drop off or mail printed applications & payments to:
C/o Sapperton Day Street Festival, TD Bank
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

Include a brief 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.