

CARP Richmond-Delta Seniors' Festival

June 23, 2018 - 10am-3pm

South Arm United Church campus in Richmond
11051 No. 3 Road, (at Steveston Hwy.)



Event Sponsorship:

Company Name: _____

Type of Industry: _____

Street Address: _____

City: _____ Prov.: _____ Postal Code: _____

Phone () _____ Email: _____

Website address: _____

Sponsorship Levels:

- Gold Level Sponsorship \$2500.00 (There are 4 spaces for the gold sponsors which include):
 - Prime exhibitor space included; second booth at reduced rate
 - 12 months of Advertising on the CARP e-newsletter
 - Speaking opportunity at the CARP Seniors' Festival (10-15 minutes)
 - Logo recognition on all promotional material for the CARP Seniors' Festival
 - Swag bag insert
- Silver Level Sponsorship \$1250.00
 - Indoor exhibitor space included
 - 6 months of Advertising on the CARP e-newsletter
 - Speaking opportunity at the CARP Seniors' Festival (10-15 minutes)
 - Logo recognition on most promotional material for the CARP Seniors' Festival
- Booth/Exhibitor & 2 ads in a CARP Chapter 60 e-newsletter \$400.00 indoor or \$250.00 outdoor
- Booth/Exhibitor \$300.00 indoor or \$150.00 outdoor (10 x 10 tents \$95.00)
- Swag bag insert \$50.00

All Tables (6-foot long) will be provided with basic white linens. Minimum 2 chairs per booth.

Note: Your registration must be approved by the CARP Richmond-Delta Executive Board and will be confirmed via email following receipt of your registration form. Your booth will only be secured once your payment has been received. Space is limited, and booths will be secured on approval and first payment basis.

To ensure your space is reserved, please pay promptly. Late withdrawals will incur a minimum of a 50% administration fee. Please review terms and conditions below.

Please return your registration form to richmond@carp.ca or by mail to Fred Harwood, 11271 Clipper Crt., Richmond, V7E 4M3

You will receive a confirmation and approval email from our Executive within 5 days of receipt.

TRADE SHOW BOOTH RENTAL – TERMS & CONDITIONS:

CONDITIONS OF CONTRACT

The exhibitors and sponsors agree to abide by all regulations and rules adopted by the CARP Richmond-Delta Seniors' Festival in the best interests of the show and agree that the event organizers will have the final decisions in adopting any rules or regulations deemed necessary prior to, during and after the show.

TERMS OF PAYMENT

Payment in full is required at the time of booking (once the exhibitor or sponsor has been approved by the CARP Richmond-Delta Executive). Upon confirmation from the Executive, an invoice will be sent for payment.

CANCELLATION

Notice of cancellation must be received by the CARP Richmond-Delta Executive in writing. In the event of a cancellation 30 days or less prior to show, 50% of the booth rental fee is refundable. The booth rental fee is non-refundable if cancellation is within 14 days of the show. The tent rentals are non-refundable within 30 days of the show. The balance will be returned to the exhibitor, after the show.

BOOKING SPACE

All bookings are on a first come basis. The event organizers reserve the right to limit duplicate booths and booth placement.

GENERAL RULES

All rules and regulations relative to public buildings as prescribed by the fire regulations for the City of Richmond will be adhered to. All provincial and city codes pertaining to health, fire, town ordinances, safety and electrical must be adhered to. The church campus does not allow alcohol.

WAIVER OF LIABILITY AND INDEMNITY

The event organizers shall assume no responsibility for loss or damage to the property of exhibitors or sponsors placed in the exhibit area or adjacent grounds and is discharged from all liabilities. Exhibitors shall be liable for any, and all damages, which he/she may have caused.

INSURANCE

It is the responsibility of each exhibitor to supply and purchase their own insurance coverage.

BOOTHMANSHIP

All exhibitors must remain intact until the close of the show. Exhibitors shall maintain a responsible individual or individuals in the space always, during the designated event hours. Exhibitors shall cause all such employees, agents, visitors or guests of the exhibitor to be familiar with the rules and regulations of the event.

SWAG BAG INSERTS

All sponsors who are submitting items to be inserted into an event guest bag must submit this to the CARP Richmond-Delta Executive by June 1st, 2018. All sponsors will be responsible for dropping off 500 items to a location provided via email in May.

MOVE IN/OUT INSTRUCTIONS

Exhibitors will be able to move into the facility on Saturday, June 23rd from 8-9:30AM. All Exhibitors must be ready by 10AM on the event date. Breakdown is from 4-5PM and all displays/exhibitors must be out of the church campus by 6pm at the latest.

SPONSORSHIP LEVELS

The 4th annual event in Richmond. We are now going to every second year (even years) with Minoru Place Seniors offering a similar event on the odd years. We host over 1000 CARP and community members for a fun event with activities, entertainment and exhibitors from the community. As a sponsor, you have an opportunity to showcase your information to CARP members, community people and other retiree organizations here in Richmond.

Gold Level Presenting Sponsor (\$2500)

(There are 4 spaces for the gold sponsors which include):

- Prime exhibitor space included; second booth at reduced rate
- 12 months of Advertising on the CARP e-newsletter
- Speaking opportunity at the CARP Seniors' Festival (10-15 minutes)
- Logo recognition on all promotional material for the CARP Seniors' Festival
- Swag bag insert

Silver Level Sponsorship (\$1250)

- Indoor exhibitor space included
- 6 months of Advertising on the CARP e-newsletter
- Speaking opportunity at the CARP Seniors' Festival (10-15 minutes)
- Logo recognition on most promotional material for the CARP Seniors' Festival

Exhibitor Plus (\$400 for indoor and \$250 for outdoor.)

Same opportunity as the event exhibitor but also one professionally written advertorial in an upcoming 2018 e-newsletter that is sent and received to over 1,000 local CARP members here in Richmond and Delta. This does not include inserts into the SWAG bag.

Exhibitor (\$300 for indoor and \$150 for outdoor)

There are 28 spaces indoor and 12 outdoor for event exhibitors. This includes a 6-foot table with linens. All exhibitors will be verbally thanked at the event and included on the website for our events. This does not include inserts into the Swag Bag.

Swag Bag Insert (Private sector \$50 and Non-Profit Free)

We are happy to insert information, swag or promotional items into the CARP Fall Event Attendee Bags. These bags will be given to the first 500 attendees.