



VENDOR & SPONSOR PACKET

Glastonbury Health & Wellness Fair

March 8, 2024 (Snow Date: March 15th) | 2:00-6:00 p.m.
Riverfront Community Center (300 Welles Street, Glastonbury)

Be a Stop on the Journey!

Don't miss this opportunity to be a vendor and/or sponsor at the Glastonbury Health & Wellness Fair. Join us as we showcase a diverse range of services and products for seniors, adults and children interested in making 2024 their healthiest year yet!

Showcase your Products & Services! If you provide health and wellness related products or services - this fair is for you! Vendors have the option of participating in-person from 2:00-6:00 p.m. or virtually!


Vendor Space Rates

For Profit: \$100/Booth

Non-Profit (10 Maximum): \$40/Booth

4' or 6' Table Rental: \$20/Table

Virtual Vendor: Can't make it to the event, but still want to display your information? Provide us with the materials and our staff will set-up your space for you on a shared table. Cost is \$40

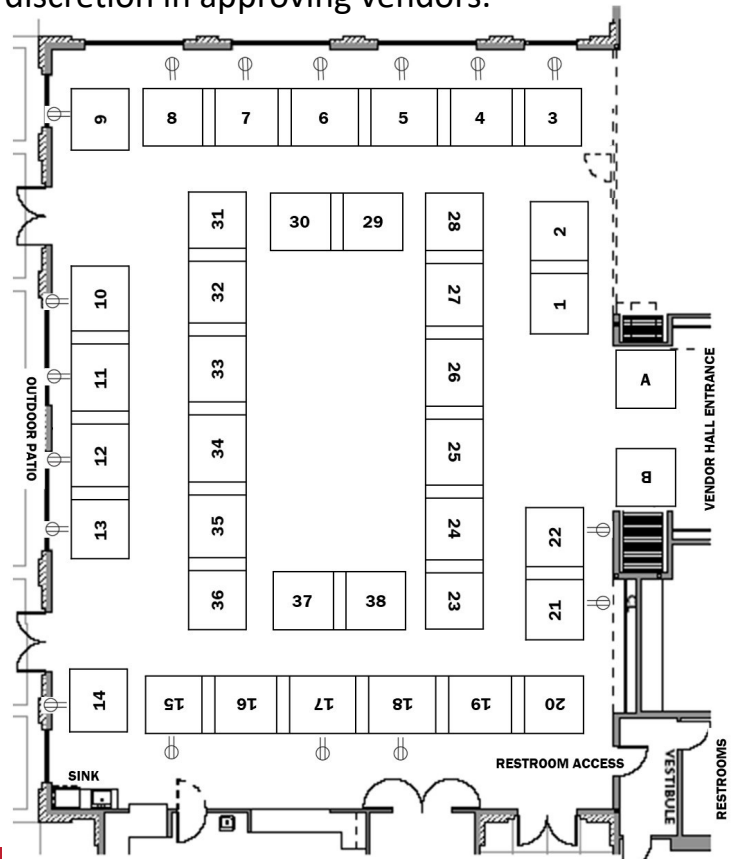
Electricity: Limited vendor spaces are available with electricity. Spaces with electricity are denoted with this symbol  on the map to the right. Additional cost of \$25 applies.

Vendor Space Includes

- 8'x4' Space
- 2 Chairs (You Must Provide your own Table or Rent one from us)

Spaces will be assigned on a first come/first serve basis with sponsors having priority selection. Adjustments may be necessary to provide maximum use of space and/or to accommodate electrical needs.

There may be multiple vendors and/or similar products. We cannot guarantee exclusivity. We reserve the right to limit vendors offering similar products and services and may use discretion in approving vendors.



Sponsorship & Advertising

Stamp your Passport and Stand out in the Crowd!

In addition to being a vendor at the event, we offer many exciting ways to **market your company's products and services** to all of our fair attendees!



2 of 2 Available
\$1,000 Each

Discounts & Benefits:

- ⇒ Complimentary Booth with Prime Location of your Choice
- ⇒ 6' Table Provided

Marketing & Branding Opportunities:

- ⇒ Your Logo on all "Passport2Health" Vendor Hall Game Cards
- ⇒ Logo/Link on Event & Partnership Website
- ⇒ Full Page Advertisement in Event Guide Displayed at Event
- ⇒ Pre and Post Event Mention on Social Media

Information Distribution:

- ⇒ Opportunity to place two items in attendee bags (Must deliver 300 of each item by 3/1/24)



0 of 3 Available
\$500 Each

Discounts & Benefits:

- ⇒ Complimentary Booth with Prime Location of your Choice
- ⇒ 6' Table Provided

Marketing & Branding Opportunities:

- ⇒ Your Logo on Publicity at the "Contest" Station
- ⇒ Logo/Link on Event Partnership Website
- ⇒ Half Page Advertisement in Event Guide Displayed at Event
- ⇒ Pre and Post Event Mention on Social Media

Information Distribution:

- ⇒ Opportunity to place one item in attendee bags (Must deliver 300 of item by 3/1/24)



0 of 4 Available
\$250 Each

Discounts & Benefits:

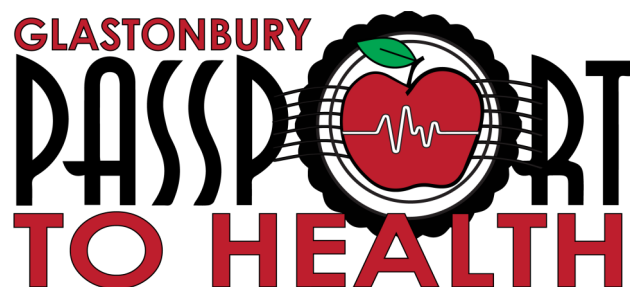
- ⇒ Complimentary Booth with Prime Location of your Choice
- ⇒ 6' Table Provided

Marketing & Branding Opportunities:

- ⇒ 1/4 Page Advertisement in Event Guide Displayed at Event
- ⇒ Pre and Post Event Mention on Social Media

Information Distribution:

- ⇒ Opportunity to place one item in attendee bags (Must deliver 300 of item by 3/1/24)



More Ways to Market!

Stamp your Passport and Stand out in the Crowd!

Looking for a few other options - we've got plenty of ways to put your product/service in front of our attendees!

REUSABLE BOTTLE SPONSOR: 1 available (free with donation of 300 reusable bottles)

Provide 300 reusable bottles with your logo on them and we will distribute them to all attendees. Includes listing in the digital event brochure.

REUSABLE BAG SPONSOR: 0 of 1 available (free with donation of 300 reusable bags)

Provide 300 reusable bags with your logo on them and we will distribute them to all attendees. Includes listing in the digital event brochure.

SOLD OUT

HEALTHY SNACK SPONSOR: 3 of 4 available (free with donation of 300 healthy snacks)

Provide 300 healthy snacks with your logo on them and we will distribute them to all attendees. Includes listing in the digital event brochure.

RAFFLE SPONSOR: 5 of 8 available for FREE

Donate a raffle basket/item valued at \$200 or more. Raffles will be awarded to winners at 5:30 p.m. Includes listing in the digital event brochure and listing of donor with raffle item.

Digital Advertising

Digital Event brochure will be displayed in the Vendor Hall. No printed copies will be provided.

All advertising must be received via e-mail to anna.park@glastonbury-ct.gov no later than 3/1/24.

To display your advertisement with the highest quality resolution, we **REQUIRE** that all submitted artwork meet our standards. Ideal formats are high resolution .TIFF, .PNG, .JPEG, or .PDF files. **We DO NOT accept MS Word or PowerPoint documents.** If your art requires alterations or changes after submission or if artwork does not meet the above stated standards, a **MINIMUM** service fee of \$50.00 will be applied. You will be contacted first with an option of providing us with new artwork. Please pay attention to the strict size and layout requirements as indicated in the table below.

Ad Type	Cost
Full Page Printed Color Ad: 8.5" x 11" (portrait)	\$200
Half Page Printed Color Ad: 8.5" x 5.5" (landscape)	\$100
1/4 Page Ad: 4.25" x 2.75" (portrait)	\$50

All the Details you Need

Make your Experience Easy Breezy!

Payment Policy

Payment must be received in order to confirm your space and be eligible for event promotion. Payment is accepted in cash, check (Payable to "Town of Glastonbury – Special Gifts") or credit card (Mastercard, Visa or Discover). Payment and completed vendor forms can be mailed to:

Glastonbury Parks and Recreation Department
Attention: Passport to Health Wellness Fair
2155 Main Street
Glastonbury, CT 06033

Cancellation Policy

Once an application has been accepted and space has been assigned, any cancellation must be provided in writing to recreation@glastonbury-ct.gov

No refunds will be issued after March 1st.

Vehicles & Parking

In order to maximize parking for event attendees, Vendors will be allowed 1 vehicle (maximum). Parking passes will be issued and vendors must park in the designated areas. Shuttle transportation may be available.

Internet Service

Public Wi-Fi is available in the building and may be used at no additional charge.

Event Admission

No fee will be charged to the public for attending this event.

Food & Beverage

Vendors are permitted to provide food and/or beverage samples. All samples must be provided in individual containers/packaging and meet Town of Glastonbury Health Department guidelines. **Items should be healthy in nature.**

Sale/Giveaway of Items

Both the sale and distribution of free items is permitted at your booth. Make sure to clearly identify what is for sale and what is free to avoid confusion.

Table Displays

Bring only items that will fit in the provided space. Tables may not be adjusted. Tall displays cannot block other vendors.

Sustainability

In an effort to reduce the amount of waste generated and maximize the amount of materials recycled, garbage and recycling bins will be available. We encourage vendors to minimize waste as much as possible. Event brochures will be digital and bags provided to attendees will be reusable.

Photos

Photos and/or videos of all vendor spaces and their representatives may be used for marketing purposes including but not limited to: print/digital advertisements, online, and social media.

Vendor & Sponsor Registration

Company Name: _____ Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____ Website: _____

Type of Product/Service Provided: _____

Attendee 1: _____ Attendee 2: _____

A. Vendor Space (please check one)	
For-Profit	<input type="checkbox"/> \$100
Non-Profit	<input type="checkbox"/> \$40
Virtual Vendor	<input type="checkbox"/> \$40
Table Rental (Check <input type="checkbox"/> 4' OR <input type="checkbox"/> 6')	<input type="checkbox"/> \$20
Electricity	<input type="checkbox"/> \$25
Subtotal Part A:	

B. Sponsorship (Indicate the number of spots you would like to purchase next to the price)	
Gold Sponsor <small>(2 of 2 Available)</small>	<input type="checkbox"/> \$1,000
Silver Sponsor <small>(0 of 3 Available)</small>	<input type="checkbox"/> \$500 SOLD OUT
Bronze Sponsor <small>(0 of 4 Available)</small>	<input type="checkbox"/> \$250 SOLD OUT
Reusable Bottle Sponsor <small>(1 Available)</small>	<input type="checkbox"/> FREE <small>(300 Reusable Bottles)</small>
Reusable Bag Sponsor <small>(0 of 1 Available)</small>	<input type="checkbox"/> FREE <small>(300 Reusable Bags)</small> SOLD OUT
Snack Sponsor <small>(3 of 4 Available)</small>	<input type="checkbox"/> FREE <small>(300 Snacks)</small>
Raffle Sponsor <small>(5 of 8 Available)</small>	<input type="checkbox"/> FREE <small>(Item Value > \$200)</small>
Subtotal Part B:	

C. Advertising	
See page 3 for sizing and artwork information	Cost
Full Page Ad	<input type="checkbox"/> \$200
1/2 Page Ad	<input type="checkbox"/> \$100
1/4 Page Ad	<input type="checkbox"/> \$50
Subtotal Part C:	

D. Payment Summary	
Subtotal Part A: Vendor Space	\$
Subtotal Part B: Sponsorship	\$
Subtotal Part C: Advertising	\$
Grand Total:	\$

Payment Information (Please Mail Payment to):	
Glastonbury Parks and Recreation Department Attention: Passport to Health Wellness Fair 2155 Main Street; Glastonbury, CT 06033	
<input type="checkbox"/> Check #	
<input type="checkbox"/> Cash	
<input type="checkbox"/> Credit Card #	
Name on Card	
Expiration Date CVC #	/
Billing Zip Code	

I have read and understand the details of the 2024 Glastonbury Health & Wellness Fair - Passport to Health. Being of full age and in consideration of my/my agency participation in this program, I do hereby release and forever discharge the Town of Glastonbury and their agents and employees, their representatives, successors, and assignees, from all claims arising out of any and all personal injuries, damages, expenses and any loss or damage whatsoever resulting or which may result from participation in this program.

Signature: _____ Date: _____

Name (printed): _____ Title: _____