



Health & Wellness Fair
Sunday, October 25, 2009
10am to 4pm at the Lynch/van Otterloo YMCA
Registration Form

CONTACT INFO:

Business: _____
 Business Description: _____
 Address: _____
 City, State & Zip: _____
 Telephone: _____ Fax: _____ E-Mail: _____
 Employee Contact: _____
 Employees Participating In Show: _____

Please provide a brief description of your booth appearance (display from all sides).

PRESENTATION:

We are planning to conduct health & wellness presentations throughout the day. Are you interested in presenting at the event: Yes No
 Presentation Description: _____

SILENT AUCTION:

The Health & Wellness Fair is a fundraiser for the Chamber and the YMCA. During the event we host a silent auction of health & wellness products. I plan to donate an item for the Silent Auction. Yes No
 Description: _____

SPONSORSHIP:

- DIAMOND Sponsor = \$5,000** **PLATINUM Sponsor - \$2,500**
 GOLD Sponsor - \$1,000 **SILVER Sponsor - \$600**

Sponsors receive primary consideration of table location and are mentioned in all media promotions including local and regional print & web media, websites (Chamber and YMCA), MHTV, radio, posters, flyers etc. Every Sponsor receives a designated Sponsorship Plaque at their booth. Table locations are subject to change without notice, and cannot be guaranteed. ***DIAMOND Sponsor(s) - logo on Banner to hang across Pleasant St. one week before the event.**

REGISTRATION FEES:

<i>Vendor Fees</i>	<i>Early Discounted Rates before August 25, 2009</i>	<i>Regular Participation Fees after August 25, 2009</i>
Member of Marblehead Chamber AND YMCA	\$250	\$300
Member of Marblehead Chamber OR YMCA	\$300	\$350
Non- Member	\$400	\$500

*Note: Registration form and payment (check, cash, VISA, MasterCard, AMEX) payment **must be received** by the Marblehead Chamber of Commerce **prior to August 25, 2009**, in order to receive the discounted rate. Full pricing goes into effect thereafter.*

METHOD OF PAYMENT:

Make Checks Payable to: Marblehead Chamber of Commerce
 Credit Card Information: VISA Master Card American Express
 # _____ Exp. Date _____
 Name on Card: _____ Signature: _____

Complete & Return Form and Payment To:
 Marblehead Chamber of Commerce, 62 Pleasant Street, Marblehead, MA 01945 (781) 631-2868.
 Only complete registration forms and payment will hold your space in the Fair.

HEALTH & WELLNESS FAIR RULES AND REGULATIONS

1. Set up time is available on Saturday, October 24th from 6:00pm to 8:00pm. ****Please do not arrive before 6:00pm as the committee also requires set up time to prepare for our vendors.*** Exhibitors may also set up on Sunday October 25th at 7:30am and must be set up by 9:30am.
2. Exhibitors will be allowed to “breakdown” their space no earlier than 3:00pm.
3. Nothing is to be attached to the walls of the building. Tape, tacks, glue, roping, or any other adhesive material or device is strictly prohibited.
4. The loading and unloading of materials and merchandise should be done through the dedicated side entrance of the YMCA. Directions will be posted.
5. Only light carrying should come in via the front entrance of the building.
6. Each exhibitor will be provided with an approx. **5 x 8-ft space**, and **six-foot table, chairs** and a **table skirt**. How the space and table are used depends on the exhibitor.
7. Exhibitors are responsible for the operation of their space. It is recommended that at least two people be scheduled to work at all times.
8. If you are planning to demonstrate any food or beverage products or will have edible giveaways at your table, we request that all products be healthy in nature. No candy please.
9. Dining facilities are available on site. Vendors will have access to complimentary water.
10. All freestanding displays need to have rubber feet.
11. **If your display needs power**, please bring a power strip and a new/undamaged extension cord.
12. If you are planning to hold a raffle at your table, you may want to bring a “fish bowl” to hold business cards or cards with spectator’s names and addresses.
13. Exhibitors may park the day of the Fair, after unloading, in the parking lot behind the YMCA. Directions will be available.
14. No pets allowed in the YMCA.
15. Space assignments are final.

In order to create a diverse health & wellness event, the Health & Wellness Fair Committee reserves the right to limit the number of practitioners in a specific field.

**On behalf of the Chamber and the Lynch/van Otterloo YMCA,
thank you for your participation and cooperation.**