



SPONSOR / VENDOR FORM

Please write legibly and attach a business card

Date: _____

Contact Name: _____

Business Name: _____

Business Type: _____

Phone #(s): _____

Email: _____

For: Sunday May 11th, 2008 ♦ Washington Park, Denver

\$100+ Level

- I wish to be a vendor at the 5K Walk, Run, Roll, please reserve # _____ booth space(s), and
- Reserve 1 table & 2 chairs.

\$500+ Level

- I wish to advertise on the 5K t-shirts, in the brochure & be announced during event; and also have my logo included on the www.coloradospinabifida.org website and in the quarterly newsletters through April 2007. (I understand my **payment & logo is due by April 1st, 2008.**)
- Also, please reserve my booth space, so that I may participate as a vendor.
- And, reserve 1 table & 2 chairs.

Other Donation

- I wish to donate the amount of \$ _____ to the Spina Bifida Association of Colorado in support of its ongoing work.

Please check all boxes that apply

I have read, understand and agree to all of the rules and regulations. I also understand that this is a public event and that my participation may contain certain risks. In choosing to participate, I agree that the Spina Bifida Association of Colorado (SBAC) shall not be liable for any injuries, theft, breakage, etc. or any costs or expenses of any kind. I certify that I am authorized to sign on behalf of my organization.

- I have included a description in paragraph or picture form of items to be sold or displayed (if applicable).

Signature: _____

Date: _____

Payment Amount: \$ _____ [Please make check payable to CSBA]

Return To:

Spina Bifida Association of Colorado
P.O. Box 22994
Denver, CO 80222
Attention: 5K Walk, Run, Roll Coordinator

To Arrange For Advertising Or For Questions, Call:

Jesus Arroyo
303-918-8648
aguito@aol.com



RULES AND REGULATIONS

FOR SPINA BIFIDA ASSOCIATION of COLORADO (CSBA) 5K WALK, RUN, ROLL COMMUNITY AWARENESS BOOTH

1. Vendor registration will be accepted until the deadline of *May 1st, 2008*; or until the space limit is exhausted, whichever comes first. Booth space will be confirmed on or before May 7th, 2008.

IMPORTANT NOTE: For inclusion in advertising (at the \$500+ levels), payment and logo must be received *by April 1st, 2008*.

2. Confirmation will only be made when SBAC receives by the deadline: (1) a signed Sponsor/Vendor form, (2) full payment, (3) a description in paragraph or picture form of vendor's items to be sold or displayed.
3. 'Booth space' is defined as *one (approx) 6' x 12' parking space in the Mississippi & Franklin parking lot* at Washington Park in Denver, Colorado. These are outdoor spaces - sorry, no electricity nor shelter provided.
4. Booth location will be on a first-come, first-served basis on the day of the event for any space within the designated area not marked as 'FOR SBAC USE'. Only one business per booth, please. Booths are not exclusive to business type.
5. Event time is 9:00 a.m. to noon. Vendors may be on location at **7:30 a.m. to set up**. *Vehicles must be moved to the street after unloading. After 8:45 a.m. vehicles will not be permitted in the vendor area until after the festivities have concluded.* Booths will shut down at noon to allow for cleanup. Vendors shall clean their occupied area.
6. Vendors are responsible for their own inventory / equipment / personal effects, etc. and its security. SBAC will NOT be responsible for any loss or damage to vendor property.
7. Vendors who are selling must possess a valid sales taxing license and are responsible for the collection and submission of their own sales tax.
8. Vendors may not sell any type of concession foods or beverages. Small food and drink *taste samples* are permitted provided vendor has attended the Environmental Health Vendors meeting and abides by all procedures, policies, rules and regulations. Please contact 303-285-4074 for more information.
9. No alcoholic beverages are permitted.
10. SBAC reserves the right to restrict vendors with respect to methods of operation and display. No material/wares/items deemed offensive (at the sole discretion of SBAC) will be permitted. If, for any reason, an exhibit is deemed objectionable by SBAC, the exhibit will be removed by the vendor.
11. No refunds will be given even if due to inclement weather -- unless the event is entirely cancelled.

Contact:

Spina Bifida Association Of Colorado
5K Walk, Run, Roll Coordinator
Jesus Arroyo
303-918-8648
aguito@aol.com