

SATURDAY, SEPTEMBER 24

ANOKA CITY HALL PLAZA | 9 AM - 1 PM

HOPEFEST

9.24.2022

VENDOR & EXHIBITOR PACKAGE

Family-Friendly Event

- Vendor/Exhibitor Fair
- The Bones Brothers BBQ
- Games & Prizes
- Bounce Houses
- KS95 Music
- Balloon Twisters
- Face Painters
- Dog Friendly
- Kidz Dash
- 1+ Mile Walk



Alexandra House

alexandrahouse.org



VENDOR OR EXHIBITOR DETAILS


ANOKA CITY HALL PLAZA

2015 - 1ST AVE, ANOKA, MN 55303

9:00 AM - 1:00 PM

ARRIVAL AND UNLOADING

Plan to arrive between 7:30 - 8 am. Booths must be set up and ready by 8:30 am.

- Vendor/exhibitors may unload ONLY at the HopeFest event area  between 7:30 - 8:15 am. After this time, the barricades will be in place and you will not be able to unload.
- Please have your materials labeled as a volunteer will be there to take your materials from the unloading area to your booth space so you can quickly move your vehicle out of the unloading zone.
- To unload, Vendors/Exhibitors/Sponsors should enter on Jackson Street from 2nd Avenue. Once unloaded, please exit the event space using 1st Avenue and Main Street. (see Unloading map)

PARKING:

- Vendor/exhibitors must park in the designated HopeFest event parking areas (*street parking, Anoka Municipal Ramp, 2110 - 2nd Avenue or the surfact lot on VanBuren between 3rd and 4th Avenue*).

ALEXANDRA HOUSE WILL PROVIDE:

- Assigned booth space
- 1—6' table | 1—Folding chair
- 1— Bottle of Hand Sanitizer
- **Vendors** will receive two (2) meal tickets* | **Exhibitors** will receive one (1) meal ticket*
* *additional food can be purchased with cash, check, or credit card* *

Please Note:

- There is no electrical available
- Expect 300 - 500 participants

VENDOR OR EXHIBITOR WILL BE RESPONSIBLE FOR:

- Display, equipment, table cloth, pop-up tent or canopy
- Unloading, set-up, and tear-down

EVENT SCHEDULE:

7:30 - 8:30 a.m. — Vendors/Exhibitors setup by 8:30 a.m.

9:00 - 10:00 a.m. — Registration

10:00 - 10:30 a.m. — Program

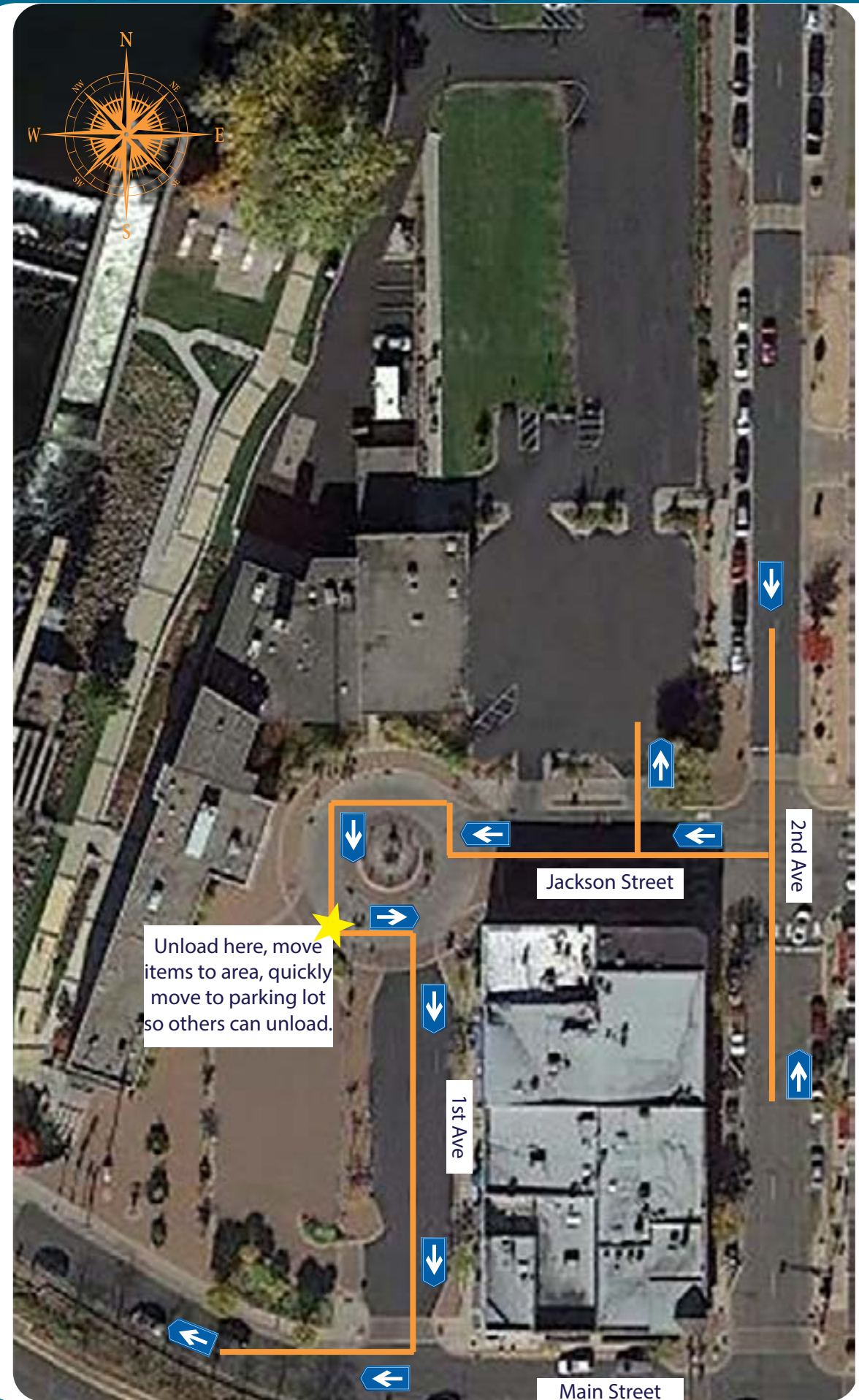
10:30 a.m. — Kidz Dash and Awards

11:00 a.m. — 1+ Mile Walk

10:30 a.m. - 1:00 p.m. — Entertainment, Food, and Activities

1:00 - 2:00 p.m. — Clean up {You may begin tearing down your booth after 1:00 pm}

* *The Alexandra House leadership team reserves the right to deny participation of any and all organizations that are inconsistent with our core values and overall mission.*



VENDOR/EXHIBITOR UNLOADING MAP



VENDOR OR EXHIBITOR REGISTRATION FORM

Reservation must be received by Friday, August 26, 2022.

We invite you to host a booth at our **HOPEFEST** where you may sell your items to our attendees as one of our **VENDORS** or you can be an **EXHIBITOR** and distribute FREE samples, printed materials, or complimentary services. The vendor / exhibitor fees are tax-deductible but non-refundable.

We will participate in the **HOPEFEST** as a: Vendor (\$100) Exhibitor (\$25)

CONTACT INFORMATION:

Company/Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Office Phone: _____ Website: _____

Contact Person: _____ Title: _____

City: _____ State: _____ Zip: _____

Email: _____ Mobile Phone: _____

VENDOR/EXHIBITOR INFORMATION: Are you a non-profit? Yes No

Type of Company/Organization: _____

Describe your display: _____

Describe your services: _____

Will you be providing free items, samples, products, etc. to attendees? If yes, please describe: _____

Vendors and exhibitors: in order to secure your vendor/exhibitor space, payment must accompany your registration form and be mailed by Friday, August 26th.

Alexandra House, Inc.

Tax ID #: 41-1309977

Mail

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Email/Phone

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