

HALLOWEEN AT HERITAGE PARK

Presented by Ray Thompson's Upstate Karate

Saturday, October 28, 2023 | 1:00 – 5:00 pm

2023 SPONSORSHIPS & VENDOR INFORMATION

The Simpsonville Area Chamber of Commerce, in partnership with the Simpsonville Recreation Department, and Ray Thompson's Upstate Karate proudly present **Halloween At Heritage Park** on Saturday, October 28th. The event will be on the first two baseball fields as you enter, with face painting, games and food. Local businesses will be handing out free candy & goodies! This event typically draws 3,000-5,000 children, and families from the Simpsonville and Golden Strip areas.

This event is made possible with the generous support of local businesses. Please consider sponsoring to help provide a SAFE, FUN, and HEALTHY event.

Sponsor/Vendor Application Deadline: Friday, October 20th, 2023

To sign-up, read this packet of information in its entirety, complete page 4 of this application, and submit it with payment to the Simpsonville Area Chamber of Commerce.

EVENT LOCATION

The event will take place inside the fenced baseball fields at Heritage Park in Simpsonville as well as the parking lot.. Details for event entry and set-up will be sent to confirmed vendors.

EVENT DATE & TIME

- Date: Saturday, October 28, 2023
- Event Times: Gates open for public entry at 1:00pm

PARTICIPATION GUIDELINES

- Once applicant has been accepted as a vendor by Chamber staff, all fees are non-refundable.
- Behavior by vendors, their family members, or employees that is disruptive, abusive, or threatening towards other members, the public, or staff members is prohibited. Behavior that is verbally or physically abusive, dangerous, or disruptive to event activities will not be tolerated and may result in immediate termination of the vendor and/or their future marketing/selling rights.

VENDOR SET-UP & CLEAN-UP

- Vendors will be set up in assigned 10 ft. by 10 ft. spaces
- Set up will begin at 11:30. Set up must be complete by 12:45. No vehicles will be allowed in the event area past 12:30.
- Non-sponsored vendors are advised to bring their own tent, table, chairs, and other fixtures as needed. Sponsored vendors will be provided with one 6 ft. table.
- Access to power is not guaranteed. Contact chamber staff in advance to inquire about availability.
- Vendors are encouraged to offer interactive/engaging activities for guests, and may also provide their own products, services, and marketing collateral.
- High level sponsored vendors will be given a large amount of candy to hand out to guests. Lower level & non-sponsored booths have the option to add on candy for \$100 more.
- Vendors must remain set-up and open for guests until at least 5:00pm.

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- Vendors are responsible for leaving their area free of debris or garbage. Roll carts will be provided for vendors and guests to utilize.
- Failure to follow this policy will give the Chamber the right to prohibit vendor from any future event.

BOOTH ITEM LIABILITY, SALES AND TAXES

- Items brought on site are done so at the sole risk of the vendor. The Simpsonville Area Chamber of Commerce is not responsible for any loss, damage, or destruction of personal property, equipment, and/or valuables.
- Vendors are responsible for and will retain all revenue from product sales during the event and are responsible for any currency related issues.
- Vendors are responsible for complying with local and state tax regulations. If accepted into the event, vendors may be asked to submit a copy of their current Business License. Officials from the South Carolina Department of Revenue do monitor the event. The SCDOR's phone number is 864-241-1200.
- Businesses selling products on-site during the event must have a Business License with the City of Simpsonville. Special Event Business Licenses are available through City Hall at www.Simpsonville.com or (864) 967-9526.

FIND AND SHARE EVENT DETAILS ONLINE!

All event details and updates can be found on our website and social media channels. Help us share this event with the community by liking, sharing, and engaging with our pages.

Chamber Website: www.SimpsonvilleChamber.com

Facebook.com/SimpsonvilleChamber (Look for our event page!)

CONTACT THE SIMPSONVILLE AREA CHAMBER OF COMMERCE WITH ANY QUESTIONS!

We are happy to discuss any event details and answer your questions anytime.

Whitney Ferguson, Director of Programming & Events

Phone: (864) 963-3781 or (864) 688-9552

Email: wferguson@simpsonvillechamber.com or info@simpsonvillechamber.com

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Sponsorship Opportunities

Presenting Sponsor

\$2500

- Benefits of this sponsorship include naming rights for the event (e.g. Halloween at Heritage Park, Presented by Your Business Name),
- Top level business name/logo on the treat bags given to all children
- Three months of premier ad space on the Chamber's website
- Business name/logo included on signage throughout the event venue
- Business name/logo included on all digital event promotion and advertising
- Option to be a vendor during event to hand out candy (candy included)

Photo Booth Sponsor

\$1250

- Benefits of this sponsorship include branding/customization of the photobooth backdrop and printed photos with sponsor's business name/logo
- Mid-level business name/logo on the treat bags given to all children
- One month of premium ad space on interior pages of Chamber website
- Business name/logo included on signage throughout the event venue
- Business name/logo included on all digital event promotion and advertising
- Option to be a vendor during event to hand out candy (candy included)

Trick or Treat Bag Sponsor

\$1000

- Name/logo on trick or treat bags to be handed out
- One month of premium ad space on interior pages of Chamber website
- Business name/logo included on signage throughout the event venue
- Business name/logo included on all digital event promotion and advertising
- Option to be a vendor during event to hand out candy (candy included)

Kids Zones Sponsors

\$750 (4 zones available)

- Name/logo on signage at your specific zone
- One month of premium ad space on interior pages of Chamber website
- Business name/logo included on signage throughout the event venue
- Business name/logo included on all digital event promotion and advertising
- Option to be a vendor during event to hand out candy (candy included)
- Zones include: Touch A Truck/Fun Zone/Food Truck Alley/Safety Zone

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Treats Sponsors

\$500 (Multiple Available)

- One month of premium ad space on interior pages of Chamber website
- Business name/logo included on signage throughout the event venue
- Business name/logo included on all digital event promotion and advertising
- Option to be a vendor during event to hand out candy (candy not included)

In-Kind Sponsorship Opportunities

In-Kind Sponsorship Opportunities are also available for members in media/marketing, printing, photography, food & beverage, and other industries. Contact chamber staff for details on in-kind sponsorship arrangements.

Retail Vendors:

Chamber Members: \$150; Non-Members: \$200

Option to add on candy to your booth (provided by Chamber)

\$100

Food Vendors:

Chamber Members: \$25; Non-Members: \$50

**Along with the vendor fee food vendors will pay 10% of sales to the Chamber when event is over

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APPLICATION FOR SPONSORS & VENDORS.

BUSINESS INFORMATION: As it should appear in all event promotion.

Business Name: _____

Contact Person: _____

Physical Address: _____

Email Address: _____

Phone Number: _____

Website/Social: _____

PARTICIPATION OPTIONS: Select an option.

_____ Retail Vendor - Chamber Members: \$150; Non-Members: \$200

_____ Food Vendor - Chamber Members: \$25; Non-Members: \$50

**Along with the vendor fee food vendors will pay 10% of sales to the Chamber when event is over

_____ Add candy to my booth (Chamber will give you candy to hand out during the event): \$100

_____ Sponsorship - Prices vary; indicate desired level: _____

BRIEF DESCRIPTION OF PRODUCTS & BOOTH APPEARANCE:

In the space below, tell us about your business and the products/services you will be promoting at the event.

PAYMENT DETAILS:

Payment is required to confirm participation. Make checks payable to Simpsonville Area Chamber of Commerce. Call or visit in-person for card payments.

Check # _____ Credit Card (last 4 digits) _____ Payment Date _____

RELEASE & INDEMNIFICATION:

The undersigned vendor releases and holds harmless the Simpsonville Area Chamber of Commerce, and the property owners and/or tenants; and waives all rights, without limit upon or liability for use of their property and facilities. The undersigned agrees that Simpsonville Area Chamber of Commerce may use any slides/photos submitted for publicity. The undersigned further agrees that failure to abide by the rules stated in this application can lead to immediate expulsion from event with no reimbursement or legal recourse whatsoever.

- 1.I, the undersigned, have read all of the above guidelines governing Halloween at Heritage Park, and agree to adhere to the rules that are outlined within it.
- 2.I agree that everyone working my booth will also read the guidelines, as I will be responsible for their adherence to the rules.
- 3.I understand that the Simpsonville Area Chamber of Commerce reserves the right to limit or discontinue the participation of a vendor at any time.
- 4.Each party to this agreement agrees to and does assume responsibility for their respective acts or omissions which may give rise to any claim arising out of this agreement.

I have read these rules and agree to the terms of this contract.

Representative: _____ Rep. Signature: _____

SUBMIT APPLICATION & ENTRY FEES:

Mail/Deliver: Simpsonville Area Chamber of Commerce; 105-A W. Curtis Street, Simpsonville, SC 29681

Email: wferguson@simpsonvillechamber.com OR info@simpsonvillechamber.com