



9th annual All Kids Fair

Sunday, April 7, 2019 10 a.m. – 4:30 p.m.

Huntington Hilton - Savoy Room, Gateway, and Grand Ballroom

598 Broad Hollow Road, Melville

516-621-1446 www.AllKidsFair.com

Company or Organization Name (how you wish to be listed on the website and in the program book):

Contact Name: _____

Office #: _____ Cell #: _____ Please asterisk (*) which is to be printed.

Email: _____ Website: _____

Street Address (indicate if we should not print) _____

City: _____ State: _____ Zip Code _____

KIDS' CLASSES

Please indicate your first, second, and third choice of time slots:

10:30 - 11:15 11:30 - 12:15 12:30 - 1:15 1:30 - 2:15 2:30 - 3:15 3:30 - 4:15

Smaller Room (capacity 30) \$225 I am Interested in having kid-sized tables/chairs in room, if available.

Larger Room (capacity 60) \$300

Title of Class _____

Name(s) of Speaker(s): _____

By March 1, 2019, please send a 50-70 word description plus .jpg of your headshot or logo.

Purchase an Exhibitor Space and either a Class Space or Rent a Room and deduct \$50 from your total!

RENT A ROOM

Please indicate your preference:

	<u>Smaller Room</u>	<u>Larger Room</u>	
<input type="checkbox"/> Full day 10:00 – 4:30	<input type="checkbox"/> \$700	<input type="checkbox"/> \$975	
<input type="checkbox"/> Half Day	<input type="checkbox"/> \$450	<input type="checkbox"/> \$650	
<input type="checkbox"/> 10:00 – 1:00 (must be out by 1:15)	<input type="checkbox"/> 1:30 – 4:30 (may not enter until 1:15)	<input type="checkbox"/> No preference	

How will you be using this space? Title? Description? _____

Name(s) of Speaker(s): _____

EXHIBITOR SPACES – Please see draft map online for important information regarding location of Exhibitor spaces.

Pipe and drape is not included in all booth spaces. Without pipe and drape, you may not hang a banner at the rear of your booth. Not all booth spaces have a wall at the rear of the booth.

501(c)(3) non-profits – please call for discounted rate.

Savoy Room

		<u>Rear Pipe and Drape</u>	<u>Rear Pipe & Drape and Side Rails</u>
<input type="checkbox"/> 6 x 6 ft. Table Space (“Forest Green”) \$ 500	<input type="checkbox"/> +\$50	<input type="checkbox"/> +\$85	
<input type="checkbox"/> 6 x 6 ft. Premium Table Space (“Yellow”) \$ 600	<input type="checkbox"/> +\$50	<input type="checkbox"/> +\$85	
<input type="checkbox"/> 10 x 10 ft. Table Space (“Red”) \$ 800	<input type="checkbox"/> +\$70	<input type="checkbox"/> +\$100	
<input type="checkbox"/> 10 x 10 ft. Premium Table Space (“Navy”) \$ 900	<input type="checkbox"/> +\$70	<input type="checkbox"/> +\$100	

Other sizes and locations are available, such as the Bar, Walkway, and Outside Patio. Please inquire.

Gateway

<input type="checkbox"/> 6 x 6 ft. Table Space (“Gray”) \$ 450	<input type="checkbox"/> +\$50	<input type="checkbox"/> +\$85 (not recommended)
<input type="checkbox"/> 6 x 6 ft. Table Space (“Orange”) \$ 650	<input type="checkbox"/> +\$50	<input type="checkbox"/> +\$85
<input type="checkbox"/> 10 x 6 ft. Table Space (“Peach”) \$ 900	<input type="checkbox"/> +\$70	<input type="checkbox"/> +\$100
<input type="checkbox"/> Large Trapezoidal Table Space (“Violet”) \$1100	please call	please call to discuss

Grand Ballroom

- | | | | |
|---|--------|--------------------------------|---------------------------------|
| <input type="checkbox"/> 6 x 6 ft. Table Space ("Blue") | \$ 500 | included | <input type="checkbox"/> +\$50 |
| <input type="checkbox"/> 6 x 6 ft. Corner Table Space ("Emerald") | \$ 600 | included | <input type="checkbox"/> +\$50 |
| <input type="checkbox"/> 6 x 6 ft. Wall Table Space ("Denim") | \$ 600 | <input type="checkbox"/> +\$50 | <input type="checkbox"/> +\$85 |
| <input type="checkbox"/> 10 x 10 ft. Wall Table Space ("Turquoise") | \$ 900 | <input type="checkbox"/> +\$70 | <input type="checkbox"/> +\$100 |

Location at All Kids Fair's discretion - All Kids Fair will select a location for you

- Half of a 6' table \$300

Standard Electric +\$50 One circuit +\$150

WiFi (Preferred) I will pay the Huntington Hilton directly on April 7, 2019 by mobile device. Please send me instructions for their \$18 payment.

WiFi \$30 paid to All Kids Fair including \$12 service charge to Huntington Hilton and All Kids Fair.

Table Representatives' Names (max. 2): _____

Product(s) or Service(s) You Will Be Promoting/Selling: _____

Will you be offering anything free at your booth (health screenings, cotton candy, face painting, etc.)? _____

- Categories my business fits into: Pre-school/Younger Ages 5-11 Ages 12-18 Camp
 Financial/Insurance/Legal Food-related* Gifted Healthy Living Travel
 Medical/Chiropractic/Dental Party Ideas/Activities School Special Needs
 Other: _____

**If food is sold or sampled, it must be individually packaged. Please inquire if you have any questions.*

PROGRAM BOOK ADVERTISING

10% DISCOUNT on all ads purchased in addition to a Class, Rent a Room, or Exhibitor Space until February 7, 2019.

- | | |
|--|---------|
| <input type="checkbox"/> Business card B/W ad | \$ 35 |
| <input type="checkbox"/> Quarter page B/W ad | \$ 65 |
| <input type="checkbox"/> Half page B/W <input type="checkbox"/> \$125 Color <input type="checkbox"/> \$250 | |
| <input type="checkbox"/> Full page B/W <input type="checkbox"/> \$225 Color <input type="checkbox"/> \$450 | |
| <input type="checkbox"/> Inside Cover – Color | \$ 800 |
| <input type="checkbox"/> Back Cover - Color | \$ 1000 |
| <input type="checkbox"/> I am sending a printed (paper) ad instead of .pdf or .jpg | |
| <input type="checkbox"/> +\$5 for business cards <input type="checkbox"/> +\$10 all larger ads | |

For best results, all ads should be submitted electronically in print quality .pdf or high quality .jpg format (300 dpi). Adult Attendees, Exhibitors, Speakers and Sponsors will receive a copy of the All Kids Fair Program Book. Please send ads by March 1, 2019 to **Barbara@AllKidsFair.com**

ITEMS IN EVENT BAGS

We will put your personalized pen, flyer, business card or other give-away into all Event Bags. Sure to be seen by all!

- \$500

SPONSORSHIPS

*** All Sponsors will be included in our Advertising and Press Releases and more ***

- | | | |
|---|---|---|
| <input type="checkbox"/> Event Bag Sponsor | \$1500 | Have your logo imprinted onto our Event Bags. Includes Items in Event Bags. |
| <input type="checkbox"/> Gateway Main Sponsor | \$1000 | A large sign in the Gateway with your name/logo |
| <input type="checkbox"/> Gateway Sponsor | \$700 | A small sign in the Gateway with your name/logo |
| <input type="checkbox"/> Website Sponsor | \$500 | We will add your logo to every page of our website as a Sponsor |
| <input type="checkbox"/> Petting Zoo Sponsor | <input type="checkbox"/> \$700 or <input type="checkbox"/> \$1000 | including Exhibitor table outside in our petting zoo |

INFORMATION TABLE

We will put your items onto a shared, unmanned table in a central location. A great option for all, especially those who cannot attend.

- Up to 300 flyers, business cards, or tri-folds (one page maximum) – same item \$25
- Up to 300 catalogues, brochures, or other non-paper items including samples – same item \$50

RAFFLES

I will donate a raffle prize(s) to benefit The Book Fairies, a 501(c)3 charity. Items received by March 1, 2019 may be listed in the program book (truly free items only, please). If so, please list:

Total Payment Enclosed: \$ _____

It is hereby agreed that the undersigned will abide by the rules and regulations in this agreement. Acceptance of this application by or on behalf of the All Kids Fair shall constitute a contract.

Signature: _____

**Make check/money order payable to: All Kids Fair. \$35 returned check fee.
Mailing address: All Kids Fair, P. O. Box 312, Roslyn Heights, NY 11577-0312.**

Or, pay online at www.AllKidsFair.com and use your credit card or PayPal account.

Over 50 Fair LLC d/b/a All Kids Fair is a for-profit company.

Additional Details

Refund policy: All costs are subject to change without notice. All sales are final. There are no refunds for any reason (including cancellation by Payor/Exhibitor/Speaker), but substitutions are allowed with permission.

Event Location: Hilton Long Island/Huntington (aka Huntington Hilton), 598 Broad Hollow Road, Melville, New York, just over a mile south of the Long Island Expressway.

Video/Photo Release: The All Kids Fair reserves the right to video and photograph portions of each class and the Exhibitor areas for use in promoting future events.

Speakers: Speaker agrees to provide All Kids Fair with a photo/logo for use on foam sign plus 50-70 word description of their class for publication in the All Kids Fair program book. **Speakers are required to check in at the Registration Desk at least 30 minutes prior to their Classroom time. Failure to do so may result in a substitute Speaker without refund.**

Exhibitors: Booth spaces include either one or two 6-foot tables and tablecloths plus two chairs. Items may be sold (no alcohol or tobacco products or any products not legal to sell in the state of New York), samples may be distributed, and funds may be solicited in your space. All distribution or solicitation is fully restricted to the confines of your space (e.g. 6 x 6 ft.). Exhibitors will be listed on our website, our Exhibitor map, and in the program book with contact information if submitted by deadline. A paper sign will be at each Exhibitor's space for identification purposes.

Exhibitors are advised to bring a power cord if electric has been purchased.

Display: No signs or decorative materials may protrude into the aisle or encroach upon neighboring booths. No obstruction may be placed in any aisle, passageway, lobby or exits leading to any fire extinguishing devices. If you run any wires or cords, they must be secured. **The Huntington Hilton does not permit the use of any adhesives except Funtak to secure items to the wall, glass, or curtain at the rear of your booth. For this reason, we are stating that unless rear pipe and drape is purchased or included in Exhibitor space purchase, no items may be hung.**

Installation/Dismantling: All displays must be installed and completely arranged by 10:00 a.m. when the event begins. **If an Exhibitor has not arrived and registered by 10:00 a.m., All Kids Fair Director reserves the right to substitute Exhibitor without refund.** It is the sole responsibility of each Exhibitor to have materials packed and cleared by 5:30 p.m. **All displays must remain intact until the official close of the Fair. No Exhibitor may dismantle, move out or package before the close of the event (4:30 p.m.).** Arrangement and payment for transporting goods to and from the Fair, receiving, decorating, and removal of exhibits are the responsibility of the Exhibitor.

Eligibility/Exhibit Booth Personnel: There is a limit of two (2) representatives per table space. All representatives must be registered at the Registration table in the Gateway. Any additional representatives must purchase an admission ticket unless authorized by the All Kids Fair. Representatives working tables are not permitted to attend

classes other than at a time for which they have paid to speak unless a ticket is purchased. There is to be no smoking inside the building. All federal and state laws pertaining to fire and safety must be observed and adhered to.

Information Table: All items must be received at least one week prior to the event unless other arrangements have been made. Items should be sent by USPS to All Kids Fair, P. O. Box 312, Roslyn Heights, NY 11577-0312. Please do not mail any materials to the event location.

Program Book Advertisers: Ads must be submitted electronically in print quality .pdf format or high quality .jpg format OR you may pay an additional fee for us to scan or create your ad. Program books will be distributed to adult Attendees, Exhibitors, Speakers, and Sponsors. All advertising images and text are subject to the review and approval by the Management of the All Kids Fair. **Please email files to: Barbara@AllKidsFair.com. ALL ADS MUST BE RECEIVED BY MARCH 1, 2019.**

Insurance and Hold Harmless Clause: Exhibitors and Speakers assume entire responsibility and hereby agree to protect, indemnify, defend and save All Kids Fair and its owners and employees harmless against all claims, losses, and damages to persons or property, governmental charges or fines, expenses and attorney's fees arising out of or caused by each Exhibitor's installation, removal, maintenance, occupancy or use of the premises or a part thereof excluding any such liability caused by the sole negligence of All Kids Fair's owners, employees and agents. In addition, each Exhibitor and Speaker acknowledges that All Kids Fair does not maintain insurance covering Exhibitor's or Speaker's property, and it is the sole responsibility of the Exhibitor or Speaker to obtain business interruption and property damage insurance covering such losses by Exhibitor or Speaker. By signing this contract, Exhibitors and Speakers agree to hold harmless the All Kids Fair from any claims, financial or otherwise made by any individual or entity. Exhibitors and Speakers shall abide by and observe all federal, state and local laws, codes, ordinances, rules and regulations. Exhibitors and Speakers who prepare, distribute and/or sell any food or beverage products hereby indemnify the All Kids Fair from any claims or damages relating to the preparation, distribution, sale or consumption of such products and may be required to fill out paperwork and pay a fee to the Suffolk County Department of Health Services.

Food/drinks: You may bring your own food/drink for personal consumption. Food may be available at Exhibitor tables and in the Starbucks shop in the hotel near the event. Exhibitors are permitted to give away samples. All vendors who sell food or distribute food samples must sign a food waiver, may be required to have insurance, and may be required to register with and pay a fee to the Suffolk County Department of Health Services. See the Insurance and Hold Harmless Clause section above.

Space Assignment: All Exhibitor space assignments will be made at the sole discretion of the All Kids Fair and are subject to change. Please see Draft Map on the All Kids Fair website to understand the difference between the types of Exhibitor locations. A map of Exhibitor spaces will be available and distributed at the event on April 7, 2019 at 8:30 a.m. The All Kids Fair reserves the right to fully determine the eligibility of any company, person, product and/or service in the Exhibitor areas. Displaying materials or selling goods deemed offensive, inappropriate for the venue, or substantially differing from what was previously represented constitute grounds for rejection or ejection. All Kids Fair reserves the right to reject, eject or prohibit any Exhibitor for violation of these rules without monetary refund.

For More Information: Barbara Kaplan, Director, 516-621-1446 Barbara@AllKidsFair.com