



December 22, 2009

Dear Community Leader,

Promote your business, agency or message to over 4,000 children and families at the **Ninth Annual KidsFest** event on **Saturday, March 27, 2010**, at the **Greenville Convention Center** from **10am to 2pm**. KidsFest is a free event that champions wellness, recreation, community, health and fun among young children and families while connecting them to a variety of programs and services in our area.

Exhibitors are asked to provide a free and original activity for young children - birth to five years of age and supply information about programs and services for families. The exhibitor registration form and guidelines are enclosed. Exhibitor registration forms are **due by February 1, 2010**. Exhibit space is free for nonprofits. Exhibit space is \$100 for for-profit businesses/agencies. Space is limited.

Don't miss out on your opportunity to reach thousands of families. Thank you for your support in making a difference in the lives of young children, families and our community.

Sincerely,

Melissa Adamson
Martin/Pitt Partnership for Children

Maura Aceto
Martin/Pitt Partnership for Children

Enclosure



Martin/Pitt Partnership for Children
115 Eastbrook Drive, Greenville, NC 27858
252.756.1567 phone 252.756.3180 fax www.mppfc.org



- Registration forms are due by February 1, 2010, a \$25.00 late registration fee is charged for forms received after the due date.
- We encourage all exhibitors take advantage of set-up on Friday, March 26, 2009 from 11:30am to 3:30pm. On Friday you will be able to pull directly up to the Convention Center and we will have volunteers available to help you unload. Exhibitors will not be allowed to park in the Convention Center Parking lot the day of the event.
- KidsFest is Saturday, March 27, 2009 from 10am to 2pm at the Greenville Convention Center.
- One 9' x 3' table and two chairs will be provided; plan to bring table coverings, extension cords and materials for your activity. Please note your need for volunteers, electricity and/or additional space on the registration form. Efforts will be made to accommodate your display needs; however resources are limited.
- Exhibitors are required to park vehicles in the City Hotel & Bistro lot off Landmark Street. Exhibitors will not be allowed to park in the Convention Center Parking lot the day of the event.
- Exhibitors must provide a free, developmentally-appropriate activity for children birth to five years of age. Coloring sheets are not appropriate activities for this young age group. Consult with us for suggestions, if needed.
- Exhibitors interested in serving food are required to provide free, healthy snack options in commercially wrapped packages. Snow cones, cotton candy, popcorn or other unhealthy or improperly packaged food is not allowed.
- If you need to cancel, notify Melissa Adamson or Maura Aceto by Wednesday, March 24th by 5pm. Refunds are not available for paying exhibitors in the event of cancellation. All exhibitors absent on Saturday will be billed a \$50 no-show fee.
- KidsFest exhibits must be attended from 9:30am to 2pm on Saturday. We recommend that at least two staff members work your exhibit the day of the event.
- Concessions tend to be hectic, we recommend that you bring water, snacks and lunch.
- Exhibit break-down begins at 2pm and exhibitors are discouraged from breaking down prior to that time.
- Exhibitors are not allowed to sell items, but are encouraged to have products available for display.

Contact Melissa Adamson or Maura Aceto at
252.756.1567 or by email
madamson@mppfc.org or acetom@mppfc.org.





Saturday, March 27, 2010 10am to 2pm
Greenville Convention Center
Exhibitor Registration Form

Agency Name: _____

Contact Person: _____

Address: _____

Phone Number: _____ Email: _____

Please check one (coloring/ditto sheets are not age-appropriate activities):

- | | | |
|--|--|--|
| <input type="checkbox"/> Spin Art | <input type="checkbox"/> Blowing Bubbles | <input type="checkbox"/> Balloon Animals |
| <input type="checkbox"/> Noodle/Large Bead Necklaces | <input type="checkbox"/> Face Painting | <input type="checkbox"/> Bean Bag Toss |
| <input type="checkbox"/> Homemade Playdoh | <input type="checkbox"/> Sand Art | <input type="checkbox"/> Paper Bag Puppets |

Other Activity Ideas: _____

Exhibitors are responsible for materials needed to provide a children's activity, information about their agency and display materials including table coverings/cloths/skirts, extension cords, etc.

Exhibitors are not allowed to sell products, but are encouraged to have products available for display.

Please note that space is limited and assigned on a first-come basis.

Please check all that apply:

- | | | |
|--|---|--|
| <input type="checkbox"/> Nonprofit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> Electricity requested for activity
<i>(Limited - may not be available)</i> |
| <input type="checkbox"/> Inside Activity | <input type="checkbox"/> Outside Activity | |
| <input type="checkbox"/> Table Required | <input type="checkbox"/> Table NOT Required | |

Mail form and make check payable to:

Martin/Pitt Partnership for Children - ATTN: KidsFest
115 Eastbrook Drive, Greenville, NC 27858

OR

Fax form to 252.756.3180

For questions contact Melissa Adamson or Maura Aceto @ 252.756.1567

Forms are due by February 1, 2009

To avoid a \$25.00 late registration fee,
submit your registration form by the due date.

