

Central New York Pagan Pride Project 19th Annual Autumn Equinox Festival

Long Branch Park
September 15, 2018

Greetings!

You are cordially invited to participate in the 18th Annual Autumn Equinox Festival. The Central New York Pagan Project is pleased to announce that we will again be hosting the Festival at Long Branch Park in Liverpool on September 15, 2018. This is a beautiful, spacious park located just north of the city of Syracuse.

The mission of the Pagan Pride Project is to foster pride in Pagan identity through education, activism, charity and community. We have free workshops, activities for children, and take time to celebrate and give thanks for the bounty of the harvest. This is a non-profit event, and there has never been an admission fee for the public. We ask only for donations of non-perishable food items for the Food Bank of Central New York.

As you can imagine, the financial obligations that accompany hosting this event can be daunting. Your vendor fees go a long way towards helping us put on this event. Also to help defray our costs, we accept donations from the community in the form of sponsorships. If you would like to help sponsor this event, we are offering several levels from which to choose.

We provide publicity for the event by means of radio, newspaper, television, fliers, posters, and our event program. We are also offering the opportunity for our vendors, area businesses and organizations to purchase ad space in the event program at a minimal donation. By donating an item for our Silent Auction, you will receive a free business card size ad in the event program or \$10.00 off the donation price for a larger ad. **Please note that the deadline for sending us your camera-ready ad is August 15, 2018, and the deadline for the submission of contracts is 9/1/18 or whenever we reach our capacity.**

Your vendor contract is enclosed. Please complete the contract and return it as soon as possible to ensure your space. There is an "early bird" discount for those who return their contract and payment to us prior to May 1st.

Gates will open for vendors at 7:30 a.m. We ask that you be set up by 9:00 a.m. when the gates open to the public, and plan to stay until 6:00 p.m. We ask that you be packed and ready to leave the grounds by 7:00 p.m. This is an open air event, and vendors are responsible for providing their own shelter, tables, chairs, and displays. Electricity is not available. There will be no parking on the event grounds. You may unload and return your vehicle to the parking area. Long Branch is a carry in-carry out park, so please leave your area clean.

If you have any questions, suggestions, or need additional information, please feel free to contact me via e-mail at shohmann@twcny.rr.com. I hope your experience with the Autumn Equinox Festival is an enjoyable one.

Sincerely,

Sam Hohmann

Sam Hohmann
Vendor Coordinator

Website: www.cnyppd.org

Address: CNY Pagan Pride Project, P.O. Box 5323, Syracuse, NY 13220

Sponsorship Levels

Kindling

\$10 minimum donation

- Name in the event program

Spark

\$50 minimum donation

- Name in the event program
- Name on the sign at the front gate of PPD
- A text link in the sidebar, below the Candle and Bonfire ads.
- 1 Facebook mention prior to PPD.
- 1 Submission to the email newsletter.

Candle

\$100 minimum donation

- Name in the event program
- Name on the sign at the front gate of PPD
- A 125x125 graphic display ad in the sidebar, below the Bonfire ads, above the Candle ads.
- 2 Facebook mentions, 1 prior to PPD, 1 after.
- 2 Submissions to the email newsletter.
- Free short sleeve PPD t-shirt.

Bonfire

\$200 minimum donation

- Name in the event program
- Name on the sign at the front gate of PPD
- A 300x280 graphic display ad in the sidebar above the Bonfire and Candle ads.
- 4 Facebook mentions, 1 prior to PPD, 3 throughout the year.
- 4 Submission to the email newsletter.
- Free short sleeve PPD t-shirt.

Thank you for your generous support; your sponsorship makes this magical event possible.

**Central New York Pagan Pride Project
19th Annual Autumn Equinox Festival**

Long Branch Park
September 15, 2018 (Please Print Clearly)

Name: _____

Business Name/Website Address: _____

Mailing Address: _____

E-mail: _____ Phone: _____

Description of Goods/Services for Program: _____

Site/Space Fees (approximately 12' x 20' space)

Reader: \$60.00 _____	Shared/Double \$85.00 _____
Vendor \$60.00 _____	Shared/Double \$85.00 _____
Healer \$60.00 _____	Shared/Double \$85.00 _____

Silent Auction:

I would like to donate to the silent auction: Yes _____ No _____ (Minimum retail value of donation \$10.00)
You will receive \$10.00 off advertising in the Event Program as a thank you for your gift. Please drop your item off at the front gate as you enter the festival.

Program advertising:

5" x 8" \$20.00 _____ (5" x 4") \$15.00 _____ (2.5" x 4") \$10.00 _____

Please attach your business card or ad to this form or e-mail your ad to shohmann@twcny.rr.com **no later than August 15**. The program is in black and white. Please keep in mind, very dark or detailed business cards are difficult to reproduce clearly. **Ads should be submitted in the approximate size listed.**

Sponsorships:

I believe that the Autumn Equinox Festival and the Pagan Pride Project are important to this community, and I would like to contribute to help this work continue. (See attached page for descriptions of Sponsorship levels)

My Contribution \$ _____

Total enclosed: \$ _____

Checks or money orders should be made payable to: Church of the Greenwood. Deadline for the submission of contracts is September 1, or whenever we reach our capacity. Please mail this contract and payment to: CNY Pagan Pride Project, P.O. Box 5323, Syracuse, NY 13220. E-mail for ads: shohmann@twcny.rr.com

This contract serves as an agreement between the vendor and the facilitators of the Central New York Pagan Pride Project Autumn Equinox Festival. I accept the responsibility for displaying my NYS Tax certificate and collecting and reporting my own sales tax. I accept and assume full liability for any injuries to myself, my agents or my associates and responsibility for loss to myself, my agents or associates property at any time and from any cause while on the premises of the show and hold harmless the facilitators of the event.

For FOOD VENDORS: The vendor is required to provide Church of the Greenwood with a certificate of insurance documenting general liability coverage in the amount of \$1,000,000 per occurrence/\$1,000,000 aggregate. The certificate of insurance must name Church of the Greenwood as an additional insured, covering the date of the Festival.

I understand that with this contract, there will be no refund after August 15, 2018. Prior to that date if it is necessary to cancel you may receive a refund of one half of your site fee.

Signature (required): _____ Date: _____