

GREATER ANDERSON DAYS
Community Organizations Booth Rental Agreement & Application



Once again, the Anderson Township Park District has games available for your booth. These fun and interactive games will help draw people to your booth. The ATPD will provide the equipment, directions, prizes as well as setting up and taking down the games in your booth. These games are on a first come first served basis.

Check here if you would like a game in your booth

YEAR _____

CONTACT PERSON _____ EMAIL _____

ADDRESS _____

DAY PHONE _____ EVENING PHONE _____

NAME OF ORGANIZATION (here in after "Renter") _____

ACTIVITY YOU WOULD LIKE TO HOLD (PREAPPROVAL REQUIRED): _____

PUBLIC ACCESS INTO BOOTH NEEDED? YES _____ NO _____

110 OUTLET? (Add \$100) YES _____ NO _____

**OTHER ELECTRICAL REQUIREMENTS, PRICE AVAILABLE UPON REQUEST*

DO YOU REQUIRE A 10'X 20' BOOTH? (Add \$90) YES _____ NO _____

MARKETING: PRODUCT _____ SERVICE _____ BOTH _____

APPROVAL REQUESTED FOR GIVEAWAY OF THE FOLLOWING: _____

RENTAL TERMS:

Fees: The Booth fee is \$350 for Anderson Area Chamber of Commerce Members, and \$400 for non-members.

Not a member? No problem, just call the Chamber at 513-474-4802 for membership information and to see how the chamber can benefit your organization. The Booth rental includes a 10'x 10' booth, low-level lighting, 1 table and 2 chairs. The Booth is available only for community groups for the three-day event. Payment must be made in advance in order to reserve a Booth.

Provided by Anderson Township Park District (ATPD): A 10'x 10' booth, low-level lighting, 1 table and 2 chairs.

Provided by Renter: Each Renter is solely responsible for making all arrangements necessary to have the Booth properly staffed at all times during the hours that the event is open to the public. Renter will further provide all materials, goods and supplies necessary to effect the purpose for which the Booth was rented, unless other arrangements have been made through the ATPD.

Garbage collection: The ATPD will also provide for garbage pickup during the event and at the close of each evening's festivities. Each Renter will be responsible for keeping the area around the Booth and the Booth free from garbage and litter during the hours that the event is open to the public.

Event and Booth hours: The event will be open Friday and Saturday from 5pm - 11pm and Sunday from 5pm - 10pm. The Renter must keep the Booth open and staffed for operation from the opening of the event until 10pm each night, unless prior arrangements are made.

Setup and take down: Each Renter must have the Booth set up, organized and capable of being put to its intended use by 3pm on Friday, and thereafter one hour before the opening of the event on each day of the event. Each Renter must dismantle his Booth within two hours of the closing of the event on Sunday.

