

SSNG Seniors and Boomers Resource Fair

February 2009

Information/Instructions Sheet

Date: Saturday, February 7, 2009, from 10 a.m. to 2 p.m.

Registration: Registration begins Monday, Jan 12, 2009.

Location: **Fairwinds Ivy Ranch, 4490 Mesa Blvd., Oceanside, CA**

Set-up Time: Saturday, Feb. 7, 2009 from 8 to 10 a.m.

We are asking everyone to be set up by 10 a.m.

Fees:

For-Profit Agency \$35.00 * (8' X 8' space)

Non-Profit Agency no charge (8' X 8' space)

Local, State, or Federal Agency no charge (8' X 8' space)

Space is limited so please return the completed application and appropriate fees to SSNG as soon as possible. Fees are non-refundable and checks should be made payable to the SSNG.

In order to achieve a balance in the types of vendors represented at the Fair, SSNG reserves the right to limit duplication of service providers. Applicants will be evaluated on a first-come/first-served basis and spaces will be assigned as applications are approved. Letters of confirmation will be sent, by mail or e-mail, to each approved participant.

Publicity Flyers advertising the event will be available at the January Meetings.

Exhibitors are requested to distribute/post flyers in an effort to promote the Fair.

Additionally, we will be making public service announcements in news papers and websites in the local NC area.

All exhibits/displays are to remain within the designated area for the duration of the Fair. One 6 ft. table, with skirting and a cloth table cover, and two chairs will be Allowed by each vendor. Within the 8 ft. by 8 ft. space allocated and at the discretion of the vendor, a free-standing backdrop may be used behind the table. No part of your display may be attached to the **Communities** walls, ceilings or floors. Exhibitors are expected to act in a professional manner, be responsible for their displays, and staff their booths at all times.

Set-up/Tear-down

Exhibits/displays may be set-up on the morning of the Fair between 8 and 10 a.m. Exhibits/displays must be removed between 2 and 3 p.m. on the day of the Fair. Your area must be left clean.

See attached registration form:

SSNG Seniors and Boomers Resource Fair

February 7, 2009

Registration form

Business/Agency/Organization

Name: _____

Contact Person

Name and

Title: _____

Mailing

Address: _____

Number/Street City State Zip Code

E-mail: _____

Phone: Daytime Number _____

FAX Number _____

Type of Agency:

_____ For-Profit \$35 fee

_____ Non-Profit Proof of Non-Profit Status must include a copy of your IRS letter granting a 501(c)(3) or a similar tax exemption form.

Describe in detail the nature of your business, service or organization:

Do you require an electrical outlet? No _____ Yes _____

(Limited availability)

If yes, describe the purpose

Return Registration Form by Monday Feb. 2, 2009 to:

Senior Specialists Networking Group

412 N. Wietzel St., Apt A

Oceanside, CA 92054

ATTN: Janette Beck