

Dear Name of Owner/Manager,


You are invited to participate as an exhibitor in the City of Manhattan Beach *Feel Good Festival* on May 9, 2015 at Polliwog Park. Being part of The Feel Good Festival will give you the opportunity to be a part of a truly innovative community event, expecting 3,000 to 5,000 attendees.

The festival is a collaboration of art, culture and fitness and will inspire, educate, and enrich our community. This all-ages, free event features yoga in the park with live music in the background, exquisite chefs, dance performances, arts and crafts, local organic cuisine, health and wellness exhibits, and will end with an eclectic concert in the park. The attendees will leave the festival feeling good about themselves and your product or program. They will be inspired to live a balanced life! Booths will be located throughout the event and space will be assigned on a first-come, first- served basis.

Please complete the enclosed Exhibitor Application and Agreement, and return it along with the appropriate fees. All applications must be received by March 1, 2015.

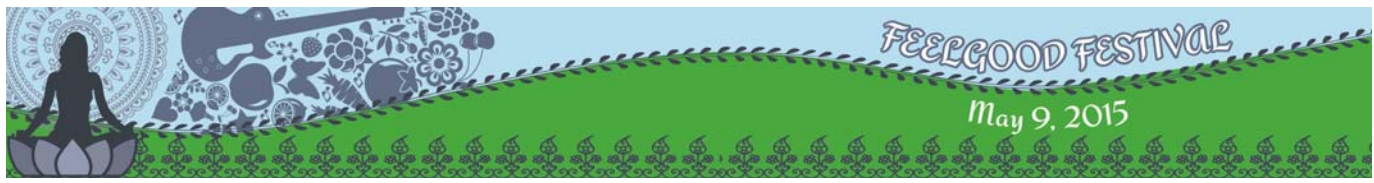
I look forward to your participation in this wonderful community event! If you have questions or concerns, please feel free to contact me at 310-802-5405.

Sincerely,

  
Jessica Vincent  
Sports & Aquatics Manager



City of Manhattan Beach Parks and Recreation Department  
1400 Highland Avenue | Manhattan Beach, CA 90266



**Fees:**

- Sponsor: \$500 - \$5,000 contact us to discuss your needs.
- Exhibit space: \$250

**Booth space:**

- Each booth space will be approximately 10ft x 10ft (canopy not provided)
- (1) 6'x 3' foot table and (2) chairs provided.
- The space will be assigned in Polliwog Park.
- No electricity will be provided. All electrical equipment is subject to approval by the City

**Set up:**

Set up may begin as early as 7am on Saturday, May 9. The exhibit must be set up and ready to go no later than 10am. The festivities officially begin at 11am.

**Tear Down:**

Tear down may begin no earlier than 3pm and must be complete by 7pm, if you would like to stay for the concert from 6 to 8pm. The City does not provide clean up service. Staff will take care of the tables and chairs.

**Exhibiting:**

Persons who are knowledgeable about the services or activities must be present between Noon and 5pm. Exhibitors are responsible for loading, unloading, and set-up of their booths, displays, and activities. No staff will be available to assist. Exhibitors must provide their own hand trucks and dollies; none available on site.

**Optional Decorations/Signage:**

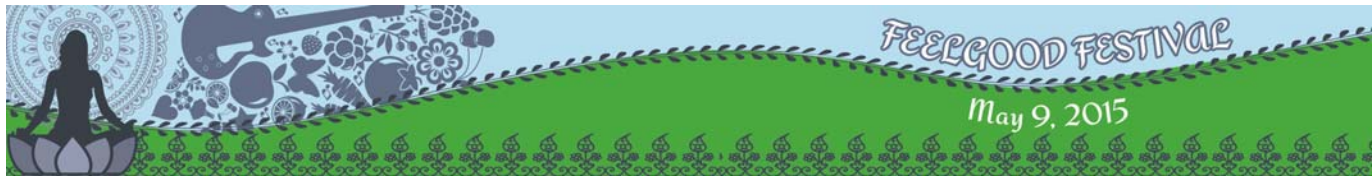
Exhibitors are encouraged to provide additional decorations (table coverings, balloons, built facades, plants, etc.) and signage to enhance presentation. Promotional items and giveaways such as business cards, coupons, flyers, catalogs, key rings, hats, etc. may be added to your booth.

**Health & Fire Department**

All fire regulations as prescribed by the Fire Marshal and enforcement agencies will be strictly enforced. Exhibitors may dispense refreshments from their space. Refreshments must be from a commercial food vendor (such as a bakery, market, caterer, or restaurant). Due to health code requirements, no homemade food is allowed. Items may not be substantial enough to compete with food service concessionaires. If your company's product or service involves cooking and you wish to offer free "tastes" for your own food, contact the City as approval is required.



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*Exhibitors must be self-contained*

Event will take place rain or shine – No Refunds

Completed forms must be received by May 1, 2015

**Please Print**

**Company Name** \_\_\_\_\_ **Contact Name** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** ( \_\_\_\_\_ ) \_\_\_\_\_ **Fax** ( \_\_\_\_\_ ) \_\_\_\_\_

**Email** \_\_\_\_\_

**Nature of Business/Organization** \_\_\_\_\_

**Planned Handouts/Giveaways** \_\_\_\_\_

**Additional Information** \_\_\_\_\_

**Number of tables needed** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Please send this completed agreement along with a check payable to the City of Manhattan Beach to: (All donations are tax deductible Tax ID # 95-6000742)**

**City of Manhattan Beach  
Attn: Jessica Vincent  
1400 Highland Avenue  
Manhattan Beach, CA 90266**



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