

*Thalatta Estate Bridal Expo*

*Sunday, Sept. 27 4-7pm*



*Thalatta Estate, Where Dreams Begin...*

**2015 Vendor Sponsorship Opportunities**

## *Terrace Premium Vendor Sponsor*

*\$55.00 (plus tax )*

- Choice of location on the terrace with limited space available for participation.
- 1<sup>st</sup> come, 1<sup>st</sup> served.
- Must provide own set-up,.
- Logo placement will be provided with an active link to your website on [www.palmettobay-fl.gov](http://www.palmettobay-fl.gov)

## *Lawn (Booth) Vendor Sponsor*

*\$30.00 (plus tax)*

- Set up on lawn area.
- Must bring your own table/chairs and/or **WHITE 10'X10' tent ONLY if desired.**
- No power supply source will be provided.
- Vendor sponsor name will be added and linked to your website on [www.thalattaestate.com](http://www.thalattaestate.com)

## *Barter*

- Premium location by the pond and/or terrace area
- Option 1:** Liquor vendor. Provide champagne/wine (red/white/rose) includes bar set up/service.
- An appropriate liquor license must be obtained by vendor and displayed at the event.
- Option 2:** Caterer: Provides food samples for up to 500 guests. Example of table would include but not limited to, cheese/crackers, hot or cold hors d'oeuvres, cake, and desserts.
- All caterers are required to submit copy of certificate of insurance and proper State catering license.
- Option 3:** Musician.
- Musicians provide music in 45 minute time slots. Limited space available

**Please note that sales are not allowed at this event.** All potential sponsors and registered vendors must be pre-approved. Registration forms and all required licenses and insurance certificates must be submitted **no later than September 14, 2015.** Approval process will be confirmed on a first come first served basis until space is full. No sponsor and/or vendor will be considered until all proper documents ( Local Business Tax Receipt, Certificate of Liability Insurance, & Liquor License) are submitted and processed.

Each sponsor has the opportunity to hand out informational materials about your services at the event. Vendors are encouraged to bring business cards, brochures, any marketing collateral relative to this event.

The bridal expo will take place from 4pm - 7pm. All vendors are responsible for their own load-in/set up times and load-out times. Vendors may begin set up starting at 8 am ***\*\* Time schedule for set-up will be provided.*** All set up must be completed by 3pm and no break-down will take place before 7pm.

Please fill out and return the attached vendor form with signature as confirmation via e-mail ([spaez@palmettobay-fl.gov](mailto:spaez@palmettobay-fl.gov)) or fax 305-259-1290, along with payment (if applicable), certificate of insurance (naming the Village of Palmetto Bay/Thalatta Estate as an additional insured), Business Tax License, Catering State license (if applicable) and Liquor license (if applicable) by **deadline: Monday, September 14, 2015**

For more information on becoming a sponsor and or participating vendor please contact Fanny Carmona, at 305-259-1234 [fcarmona@palmettobay-fl.gov](mailto:fcarmona@palmettobay-fl.gov) or Saylin Paez, at 305-259-1234 [spaez@palmettobay-fl.gov](mailto:spaez@palmettobay-fl.gov).

