

DREAMS

A Spring Bridal and Party Fair

General Information

We are very pleased that you are participating in "Dreams, A Party and Bridal Fair", Sunday March 27, 2011.

The doors will open at 10am for vendors to set up their booths. All decorating materials must be flameproof. Anyone wishing to attach decorations to any part of the building must have prior permission from us. Nails, pins, staples and cellophane tape are NOT PERMITTED. TAPE ONLY will be used if permission is granted, facility regulation. Confetti, crepe paper or any other type of decoration that contains DYE, MAY NOT be used as a decorative material.

Elks Hall is located at 1910 M Street. The doors will be open to the public at 1pm. Let's all be ready to welcome our guests. If you are using electricity, please bring all extension cords needed (3 prong only). You might consider a power strip. You might also consider a small carpet for your booth. Standing for 3 hours can get tiresome. The white (table cloth) will be provided for your booth. A table and two chairs will be provided unless otherwise arranged. Please call in advance to request 8ft, 6ft or round.

Vendors will be supplied with two business name tags. Event personnel will also be wearing tags, so you will know who can answer any questions. Brides and Grooms will be identified by stickers offered as they enter the event.

This will be a long day for all of us. Food and beverages will be available for sale in the concession area. As a courtesy...coffee and nibbles will be available during set up.

We need to get vendor gifts for the drawings by Friday so we can log them and arrange them for display. If delivery on Friday is difficult, please call and I will arrange pickup.

Please us a 4 x 6 note card to describe each gift. This will help the logging process and help the emcee give you proper credit when doing the stage drawings.

Please use another 4 x 6 card to state your business and what is particular you are featuring at your booth...whether it be a display, a demonstration, a drawing. Give the emcee information to be used on stage to draw attention to your booth.

We ask that you dress as though you were attending a wedding and that you leave your children at home unless they have a specific assignment connected with your booth.

We look forward to hosting this wonderful event with you. We will not start the breakdown process until our guests have left. Wedding Party Lists will be compiled as quickly as possible and sent to you so you can follow up on Wedding Party leads. Please call me if you have any questions or concerns. Do not be surprised when my staff circulates during the event with renewal contracts. We plan to go into a second building next year and must get commitments early. The phones are already ringing...inquiries are coming in from potential vendors. I want each of you to have the opportunity to sign up first.

Advertising

Please email your .jpeg file to our Video Wizard, Larry, by March 10th to have it included on our DVD.

I know, based on past experiences, you are concerned with event ad exposure. As of 1/21/11 we have purchased a Quarter Page Ad in downtown Life Magazine for February (circulation 5,000) and committed to a Half Page Ad in March.

We are also currently working with the Merced County Times and have sent info to the Sun-star. Channel 30, FOX 26, KUBB Country, HOT 104.7, KABX and The Bear 92.5 have all received on air copy. The radio stations were also given tickets for on air giveaways.