

HEALTH & WELLNESS Expo 2024

Happy, Healthy You!

VENDOR APPLICATION
MARCH 2, 2024 | 10:00 a.m. - 2:00 p.m. | OSAGE CENTRE

NAME _____

COMPANY _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

EMAIL _____

CONTACT # _____

WEBSITE LINK _____

DOOR PRIZE (worth \$25) _____

OUTLET FOR BOOTH? _____ YES _____ NO

WHAT ARE YOU PROMOTING / ADVERTISING / SELLING? ANY ACTIVITIES?

PAYMENT INFORMATION

Applications are due by February 1, 2024.

A \$25 late fee will be issued if applying on February 2, 2024 or after.

CARD _____ CASH _____ CHECK # _____

TOTAL AMOUNT \$ _____



















NAME ON CARD _____

CREDIT CARD NO. _____

EXP. DATE _____ CVV _____ TODAY'S DATE _____

AUTHORIZED SIGNATURE _____

Please make checks payable to: City of Cape Girardeau
 Mail form to: c/o Christine Jaegers, 1625 N. Kingshighway
 Cape Girardeau, MO 63701

EXPO PACKAGE OPTIONS	WELCOME BAG ONLY	10x10 BOOTH	BOOTH & BAG	FRIEND SPONSOR	GRAND SPONSOR
COST	\$25	\$125	\$150	\$250	\$300
WELCOME BAG (200)					
10x10 BOOTH					
10x20 BOOTH					
EVENT FLYER					
LOGO ON SELFIE BACKDROP BANNER					
LOGO ON T-SHIRT					
LOGO ON BANNER AT EVENT					
SOCIAL MEDIA PROMOTION					
EMCEE ACKNOWLEDGEMENT AT EVENT					
WEBSITE PRESENCE					
EMAIL BLAST					

SELECT PACKAGE: ☐ ☐ ☐ ☐ ☐

ADDITIONAL VENDOR INFORMATION

- Estimated Event Attendance: 700 - 1000
- Set Up Time: March 2, 2024 from 7:00 a.m. - 9:00 a.m.
- Booths: Pipe & drape dividers + two chairs (pipe & drape is not guaranteed)
- Tablecloths: NOT provided
- Banner: Vendors are encouraged to bring their own
- Vendors must stay for the entire event (10:00 a.m. - 2:00 p.m.)
- Passports will be given to all attendees
- All booth fees are non-refundable
- Event is free to the public
- Space is limited so booths are first come first served
- Product sales are welcome

VENDOR FAQ's

Where to direct attendees / vendors for more information?

Website Link: www.cityofcape.org/healthexpo

Facebook Link: Event via FitCape-> Health & Wellness Expo: Happy, Healthy You!

What is the "Welcome Bag?"

The first 200 attendees receive a free welcome bag full of "goodies." This can be anything from coupons, information about your business, samples, etc.

When are the Welcome Bag items due?

We need them by February 1, 2024 to guarantee them into the bags. You can provide products for 200 bags, but if you do not have enough product for 200 bags, we will stuff bags until your product runs out.

Do Vendors get a free t-shirt?

No, the free t-shirts are for the first 200 attendees that arrive. Vendors have the option to purchase a t-shirt at cost, which are typically \$10 per shirt.

Can I purchase a sponsorship package and not have a booth or only do the welcome bag option?

Yes! There is no change in cost, but if you cannot be at the event that is a great way to advertise.

I don't have a banner / tablecloth. Is that ok?

Yes! That space is yours to jazz up how you please.

Can I post in the Facebook group to advertise?

Definitely! We highly encourage you to post and share to help get people excited about your attendance at the event.

Can I register and pay later?

We cannot hold your spot until we receive full payment. It is first come first served.

I want a certain spot on the floor. Can I reserve it?

Requests are always taken but not guaranteed. Sponsorship levels receive first priority. Booth locations are also assigned based off the need for electricity.

When is the \$25 prize due?

Please drop your prize off when you arrive the day of the event. We will draw randomly throughout the event for the winners.

How do attendees win prizes?

As the attendees arrive at the event they will register for door prizes. The grand prize is drawn for visiting x amount of booths.

Can I do my own raffle?

Of course! You can sell items at your booth, do raffles, etc! Anyway to interact with the attendees is highly encouraged.

Can I provide sample food / drink?

Handling food must be approved through the Health Department. Please let me know if you need help getting approved.

Can I set up the day before?

Sorry, but we only allow set up the morning of the event.

What about lunch?

We will provide some snacks for the vendors but you are encouraged to bring lunch / snacks. We have a limited supply and cannot guarantee food for each vendor.

More questions?

Contact Christine Jaegers, Fitness & Wellness Specialist: cjaegers@cityofcape.org