



# Live Well Community Fair

Wednesday March 18, 2015 10:00AM – 3:30PM  
Columbia-Greene Community College - Gymnasium  
4400 Rt. 23, Hudson, NY 12534

Registration Fee \$40.00

*(Inclement Weather Date: Thursday March 19, 2015)*

Coarc's Live Well Community Fair is open to all. Advertisements will be through flyers, banner, billboard, radio, local newspapers, websites, and Agency mailings. **Please spread the word about this event!**

## Registration Form (please complete fully and clearly)

Company Name (As it will appear on sign): \_\_\_\_\_

Contact Person(s) \_\_\_\_\_

Business Address \_\_\_\_\_

WEB address \_\_\_\_\_

Phone # (     ) \_\_\_\_\_ Fax # (     ) \_\_\_\_\_

E-mail) \_\_\_\_\_

Please describe the wellness services you will **provide at the Wellness Fair** (attach a separate sheet if necessary):

2. Will you provide a prize for raffle? Yes No If Yes please describe: \_\_\_\_\_

3. Do you need access to electricity? Yes No If yes, circle the number of outlets (plugs) needed: 1 or 2

**(Access to electricity is limited and not guaranteed: bring own extension cord no less than 15' long.)**

We respectfully request that you arrive on time and stay the entire duration and if possible ensure staffing is present at your booth for the majority of the event. We pride ourselves in the quality of our event and availability of our vendors is important. We will hold a raffle prize drawing at 3pm exclusively for vendors (must be present to win) to thank our vendors who stay the full duration.

If you plan to provide a unique service, demonstration, screening or give-away and you tell us ahead of time we will do what we can to promote this through our marketing. Participating Vendors and links to their websites will be listed on our event site. We do ask that you share our event with your friends and clients to spread the word.

During the event photos and video may be taken and therefore by participating in the event you grant Coarc permission to use your likeness in a photograph or video in any and all of its publications, including website entries, without payment or any other consideration. You agree that these materials will become the property of Coarc and will not be returned and authorize Coarc to edit, copy, publish or distribute this photo or video for purposes of publicizing Coarc programs or for any other lawful purpose.

Your \$40.00 registration fee goes toward costs incurred for marketing and your 6x8 booth, skirted table and vinyl top, wastebasket, 2 chairs, lunch for 2 and a sign with your company name (wireless internet available). Vendor setup begins as early as 8:30am.

Please complete the registration form and choose to mail/fax or email. Enclose your payment to: Coarc PO Box 2 Mellenville NY 12544 Attention: Theresa Potts. Fax to 518-672-0187 Attn: Theresa or email: [theresap@coarc.org](mailto:theresap@coarc.org)

Credit card payments are also accepted, please complete below: Circle Card Type: Mastercard or Visa only

Cardholder's Name: \_\_\_\_\_ Card Number: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Vcode: \_\_\_\_\_

I \_\_\_\_\_ authorize Coarc to charge \$40.00 to account listed above.

*Cardholders Signature:* \_\_\_\_\_

**REGISTRATIONS WILL BE ACKNOWLEDGED:** Confirmation letters will be emailed.

**Registration Deadline is February 18, 2015 – the sooner the better for marketing purposes.**

\*Only in the event of very bad weather/college closure; we will still have our event the following day; March 19, 2015.

**No refunds after March 6, 2015.**

Questions? Call or email: Theresa Potts 518-672-4451 x 2142 [theresap@coarc.org](mailto:theresap@coarc.org)