

South Gwinnett Pet Fest
Saturday, May 30 • 11:00am – 4:00pm • Lenora Park
(4515 Lenora Church Road, Snellville 30039)
Exhibitor Submission Deadline: Friday, May 16

EXHIBITOR AGREEMENT

South Gwinnett Pet Fest, hosted by Animal Alliance of Georgia, is an event which will provide services, education, and a showcase of pet-friendly businesses and nonprofits available to south Gwinnett residents.

Event Features:

- Pet related businesses and nonprofits including: low-cost services, boarding, training, veterinary services and adoptable animals
- Free to use lure course provided by Gwinnett Animal Welfare
- On-site vaccine clinic with FREE pet vaccines (rabies, DHPP, FVRCP) and microchipping, signups for FREE spay neuter services for Snellville mailing address guests, provided by Gwinnett Animal Welfare
- Health and social service-related vendors
- Children's activities and inflatables
- Food vendors

Guidelines

- Exhibitors may set up between 9:00am-10:00 on Saturday, May 30. All vehicles must be removed from the festival area and parked in designated vendor parking no later than 10:30am.
- Exhibitors should not pack up earlier than 3:30pm. No exhibitor vehicles will be allowed back into the festival area before 4:00pm. All exhibits should be removed no later than 5:00pm.
- Exhibitors must park in the designated vendor parking area unless loading or unloading. Parking passes will be provided and should be displayed visibly.
- Adoptable animals must be restrained in crates or with leashes held by a responsible person at all times. All adoptable animals should have their vaccinations up to date and must be spayed or neutered, unless they are too young. Under no circumstances will any unvaccinated or unaltered animals be offered for adoption at this event. AAG reserves the right to limit the number of adoptable animals brought to this event.
- All nonprofits bringing adoptable animals must provide a current Certificate of Insurance (COI) to Animal Alliance of Georgia. Other businesses and nonprofits are encouraged to provide current proof of insurance or a COI.
- Exhibitors must keep their booth space neat and store unused boxes, crates, supplies or wagons out of sight. Booths must be manned by a representative of the business or organization at all times.
- Exhibitors may engage with attendees, offer samples or information, and otherwise promote their business, but may not impede walkways.

Submit your completed agreement to jen.wagner@animalallianceofgeorgia.org

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Benefits:

- Sponsors will have logo and/or organization name featured on all event print/web media including: fliers, posters, vinyl banners, social media and press release.
 - **Sponsor Logo Deadline:** Monday, February 24. Logos must be high-resolution JPEG or PNG.
- Exhibitors will receive a media kit that includes: flier to email and print, and social media posts to share

Sponsorship Levels and Cost to Exhibit

- **\$1,000** Exclusive Title Sponsorship (**Greatest exposure and premium exhibit location**)
- **\$500** Corporate Sponsorship (**Greater exposure and premium exhibit location**)
- **\$120** non-animal industry exhibitors/commercial exhibitor
- **\$60** for for-profit animal industry exhibitors/commercial exhibitors (*animal related*)
- **No Charge** for non-profit animal industry exhibitors

Note: Electricity and Wi-Fi will NOT be available.

Space (*one per exhibitor*):

- Outside, near Lenora Park Pavilion/Playground
- Booth spaces are 10'x10' (*pre-assigned*) **NOTE: Spaces are assigned based on receipt of completed vendor agreement and additional required paperwork and as appropriate based on business or nonprofit type.**
- Exhibitors must provide their own canopy, table(s) and chair(s) **Canopies must be weighted**

Payment

Exhibitors can submit payment online at animalallianceofgeorgia.org/south-gwinnett-pet-fest, or by mailing a check to:
Animal Alliance of Georgia
3264 Newcastle Way
Snellville, GA 30039

Note: Completed Exhibitor Agreement and Certificate of Insurance must be provided at time of payment. Booth space will not be confirmed until both payment and necessary paperwork are received and approved.

Cancellation

Exhibitors must submit written cancellation requests to Jen Wagner by Friday, May 16. (jen.wagner@animalallianceofgeorgia.org) Exhibitors will receive a refund minus a \$5 processing fee. Refunds will be made within 10 business days of receipt of written notification. **No verbal requests for cancellation will be accepted. Written requests for cancellation after May 16 will not receive a refund.**

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Organization: _____ Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Website: _____

Sponsor:

Title (\$1,000) ***Please call to confirm availability.*** Corporate (\$500)

Exhibitor Type:

Nonprofit (No Charge) For-profit, animal-related (\$60) For-profit, not animal-related (\$120)

Exhibitor Category:

Veterinary Services Pet supplies Training
 Boarding Grooming Daycare
 Animal Nonprofit; bringing adoptable animals? _____
 Other: _____

Agreement and Release

Your signature indicates you understand and agree to adhere to the event information and guidelines, and you agree to withdraw immediately if you cannot meet the guidelines within this agreement. You certify the materials you exhibit are of your own design and execution. You agree to indemnify, defend, and hold harmless Animal Alliance of Georgia, Inc, and its officers, employees, agents, faculty, staff and volunteers from any and all claims arising from participation in the South Gwinnett Pet Fest event. Such indemnification shall include, but not be limited to, liability settlements, damage awards, costs and attorney's fees associated with any such claim.

Signature _____ **Date** _____

Disclaimer: Animal Alliance of Georgia, Inc. (AAG) reserves the right to disqualify any exhibitor that does not adhere to the agreement, including but not limited to submitting an incomplete agreement or failing to submit payment. AAG reserves the right to photograph and videotape activities and facilities for promotional purposes. AAG does not guarantee attendees or sales.