

Youngstown Marathon Foundation
C/O Second Sole
755 Boardman Canfield Road
Boardman, Ohio 44512



Expo Director & Marketing Assistant
Crystal Siembida Boggs
marketing@youngstownmarathon.com
330-482-9105

The Youngstown Marathon health and fitness expo presented by NovaCare will encompass national and local product and service vendors that interest athletes of all types with a focus on the runner. The expo will be open to the public and will take place at the Covelli Centre in downtown Youngstown with ample free parking on site and available parking off-site if necessary. Expo spots are limited and are filled first come, first paid/served.

For Starters

- The expo will take place on Saturday, October 26, 2019 from 10am to 5pm.
- The expo will be held at Covelli Centre in downtown Youngstown on East Front Street.
- Vendors may set up Friday evening (5-8pm) or Saturday (8am-9:40am)
- Tear down begins at 5pm and vendors that tear down sooner will be charged fees for leaving early. All items must be removed from Covelli that evening.

Details

- Each vendor receives a 10' x 10' space unless they indicate a need for a 10' x 20' space.
- One table and two chairs are provided for the smaller space. The larger space receives a second table. Additional chairs and tables available for additional rental fees.
- Spaces with a need for electric need to indicate that on the contract.
- Pipe and black drapes are provided for the back and side walls of each space.

Prices/Contract

- Spots are \$300 for-profit and \$200 non-profit. (Non-profit must provide documentation.)
- 10' x 20' spaces are \$500 for-profit and \$300 for non-profit.
- Preferred spaces are not available but every effort will be made to avoid putting two like products right next to each other.
- All vendors must pay a 50% non-refundable deposit when the contract is signed; spots will not be held without a signed contract and payment in full is due by October 1st.

Celebration Village

- We have a limited number of spaces for vendors wishing to set up at our finish line in Celebration Village. You must be willing to be there from early morning set-up on race day until the last runner finishes the race. There are no early take-downs.
- The after party is open to athletes and spectators alike. From music, to massages, to munchies there is something for everyone!
- Vendors that set up at the Youngstown Marathon Expo at the Covelli Centre can set up at the after party for a discounted rate. Vendors only interested in the after party will pay the full price. There is no access to power for Celebration Village. Power needs must be provided by the vendor. Vendor spaces are on blacktop so plan accordingly in regards to tents, tables, etc. Nothing will be provided by Youngstown Marathon.
- Booth spaces at CV are \$150 for profit with non-profit companies paying \$75.00. Vendors at the Expo receive the discounted rate of \$75.00 to reserve a booth at Celebration Village.

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Youngstown Marathon Expo

Vendor Contract

Please initial each paragraph and sign at the bottom.

Each exhibitor will be given a 10' x 10' or 10' x 20' space in the expo located at Covelli Centre. Each expo exhibitor will be provided with one table and two chairs for 10'x10' space. A 10'x20' space will receive two tables and two chairs. Expo exhibitors must be set up by 9:40 am, and must have their area torn down/cleaned up by 9:00 pm on Saturday, October 26th. Vendors that pack up and leave early will be charged a fee of \$50 for every 15 minutes early they leave. _____

No refunds of deposits will be given to exhibitors. No refunds of any monies paid will be given to exhibitors that fail to occupy their space. Exhibitors may not trade, lease, allocate, or sublet their space without prior approval. Exhibitors agree to be open and staffed during all expo hours. Exhibitors are responsible for their purchased space and property as well as the set-up/tear down of their space. _____

All exhibitors must be approved prior to their participation. A confirmation email/letter will be sent once approval is given with details providing set-up and tear down information. Vendors will not distribute food or drink without additional approval. Exhibitor may include an item in the race swag bags. Items must be turned in no later than October 1, 2019. A minimum of 1200 pieces is required if participating. _____

Exhibitor agrees to assume all responsibility for loss, theft, or destruction of foods, merchandise or for personal injuries to themselves, their employees, agents, representatives, or visitors. Exhibitor will hold harmless Youngstown Marathon Foundation, Covelli Centre, the City of Youngstown, all sponsors, all marathon staff, volunteers, and board members from any and all liability in connection with any and all of the above. _____

The Youngstown Marathon Foundation reserves the right to cancel or turn away any vendor at any time and reserves the right to make changes of any kind when necessary. The Youngstown Marathon Foundation does not guarantee a minimum/maximum amount of sales for an exhibitor. There are no loading docks at Covelli. Exhibitor must be able to load and unload through a receiving door. Covelli Centre will be providing security at the entrance to the expo. _____

If participating in the after party at Celebration Village vendor understands no materials are provided, there is no electric access, and spaces are located on blacktop. _____

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Booth space needed: 10'x10' _____ or 10'x20' _____ and/or Celebration Village _____

For-profit _____ or Non-profit _____ (Include documentation for non-profits)

Extra table @ \$20.00 each _____ qty. Extra chair @ \$5.00 each _____ qty.

Booth Rental Type (check one): _____ Selling Merchandise _____ Product Samples _____ Demonstrating _____ Other
(Explain) _____

Is electric hook-up required at the expo? _____ yes _____ no

Please list food items of any sort you will be selling and/or sampling: _____

Please email Crystal at marketing@youngstownmarathon.com with any questions. Checks should be made payable to Youngstown Marathon, a 501 (c)(3) Public Charitable Organization. All contracts and payments should be signed and mailed to:

Second Sole Boardman
Attn: Crystal Siembida Boggs
755 Boardman Canfield Road
Youngstown, Ohio 44512

Total amount enclosed \$ _____ Today's Date: _____/_____/2019

Name of Business: _____ Tax ID No: _____

Address: _____ City: _____ State: _____ Zip: _____

Email address: _____

Signature: _____ Printed Name: _____

For Office Use Only:

Date Received: _____ Amount Paid: _____

Check or Money Order Number: _____ Amount Due: _____

Final Payment Received: _____ Check or Money Order Number: _____

Assigned Booth Location: _____