



Goodlettsville Parks and Recreation- 2019 Halloween in the Park Sponsorship Agreement

A sponsoring partner is a business or organization that supports the event by manning a booth, providing an activity, or donating funds for the inflatables. Please place an X beside your desired sponsor level and complete the form below.

Sponsorship Level:

_____ **Booth Sponsor** (\$20): Provide candy/treats/toys to the participants. Nothing may be sold from a booth, but advertising* is welcome. Sponsors in this category should be prepared with at least 5,000 pieces of candy/treats/toys and proper staffing for the booth during advertised event hours. All booths must supply their own tent/canopy, table, and chairs. No electricity is provided.

_____ **Activity Sponsor** (\$20): Provide an interactive activity** or game to encourage participation. Examples of activities are: life-size yard games, putt putt courses, etc. Nothing may be sold from a booth, but advertising* is welcome. All booths must supply their own equipment including tent/canopy, table, and chairs. No electricity is provided. Sponsors in this category must have the activity approved along with proper staffing for the booth during the advertised event hours.

Activity Description: _____

_____ **Concession Sponsor** (\$50): Provide a concession stand or Food Truck for concession sales at the event. No electricity is provided. Liability insurance is required for sponsors in this category, naming the City of Goodlettsville as additional insured.

Description of product to be sold: _____

_____ **Inflatable Sponsor** (\$300): Provide a banner with grommets to place on the sponsored inflatable or standing signage to place next to the inflatable one week prior to the event. Sponsors in this category are not required to be present at the event. Sponsors at this level are welcome to additionally have a booth at the event, but again, it is not required. If you plan to have a booth, please indicate that in the notes at the bottom of this form.

If you commit to being a sponsoring partner by October 12th, your business/organization name will appear on the event webpage, department social media, and on the event map, along with your location. See the Sponsorship Opportunities Menu for additional sponsor perks.

*Advertising material should be limited to quarter page sheets or smaller.

**Additional documentation such as liability insurance will be required for certain activities.



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Sponsorship Agreement *Cont.***

Event Timeline:

- 10:30 am - Set up begins (vendors will have assigned locations)
- 12:00 pm - Vehicles MUST be moved to a designated parking area
- 1:00pm - Event begins
- 3:00pm - Event ends
- 3:30pm - Event partners' vehicles are allowed into event area for clean up

It is essential that the booths are set up and ready prior to the start of the event. Participants will start arriving around 12:30pm; event officially begins at 1:00pm.

Business/Organization Name: _____
Address: _____ City: _____ Zip: _____
Email Address: _____ Phone Number: _____
Day of Event Contact Name: _____ Phone Number: _____

Please return this form to the Delmas Long Community Center, email to sjennings@goodlettsville.gov or mail to:

Goodlettsville Parks and Recreation
Attn: Halloween in the Park
105 S. Main Street
Goodlettsville, TN 37072

Checks should be made payable to: City of Goodlettsville

Notes & Special Requests: _____

We look forward to working with you and providing a safe, fun family friendly event for the community!

(For staff use only below this line)

Date: _____ Sponsorship Amount: \$ _____ Booth #: _____