



*The Parent Information Center of Delaware invites Delaware's health & education advocates to be part of its' upcoming Health Fair. To reserve your space or if you have any questions or concerns, please contact Jacky Saez-Rosario by email by August 2, 2021.*

**WHAT:** Family Health & Leadership Academy Health Fair

**WHO:** Parent Information Center of Delaware

**CONTACT PERSON:** Jacky Saez-Rosario

**CONTACT'S EMAIL:** [jackys239@gmail.com](mailto:jackys239@gmail.com)

**WHEN (Date, event start and end times, and set-up time):** August 14, 2021, 1 p.m.-4 p.m. (Set-up is 12:00 p.m. Take-down is 4:00 p.m.)

**WHERE:** Western Sussex Boys & Girls Club – 310 Virginia Avenue, Seaford, DE 19973

**DESCRIPTION:** This is a health and education fair for families and community members. This community fair allows agencies, organizations, and businesses to promote education, health, prevention, and safety.

**HEALTH ISSUES OF GREATEST INTEREST:** All health subjects are welcome, with a special focus on children's health and development, mental health services, and family advocacy. We will have vendors with information in English, Spanish, and Haitian Creole. Giveaways are extremely popular with all visitors.

**TARGET AGE AND AUDIENCE:** This fair is for the whole family. In the morning there will be workshops for families on parent advocacy and child development. There will also be community members taking advantage of the free health services.

**EXPECTED ATTENDANCE:** 200-500

**ORGANIZERS PROVIDE (Tables, chairs, electricity, other):** The Boys & Girls Club provides 8-foot tables and two chairs for vendors.

**OUTSIDE OR INSIDE EVENT:** This is an inside event.

**EXHIBITOR'S AGREEMENT**  
**Parent Information Center of Delaware**  
**FHLA Health Fair**

Saturday, August 14, 2021 – 1:00 p.m. to 4:00 p.m.  
(Set Up 12:00 p.m.-Breakdown 4:00 p.m.)

By requesting to participate in the Parent Information Center of Delaware FHLA Health Fair, I agree to follow the health fair coordinator's directions, including (but not limited to):

- My exhibit will be set up by 12:45 p.m.
- My exhibit will not be dismantled in any way until 4:00 p.m.
- My exhibit will be professionally draped and skirted.
- My exhibit will be staffed during the entire duration of the health fair.
- Our organization's representatives will treat other exhibitors with courtesy and respect.
- Our organization's representatives will cheerfully greet, educate and entertain all health fair patrons.
- Our organization's representatives will immediately alert the health fair coordinator about any problems for fast resolution.

Please sign on this Exhibitor's Agreement acknowledges that you understand these requirements and agree to adhere to them.

I also understand that due to the extreme heat and humidity associated with Delaware's August weather, persons with health conditions worsened by such weather should not staff this health fair.

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Contact information:** \_\_\_\_\_

# EXHIBITOR REGISTRATION FORM

Family Health & Leadership Academy Event on August 14, 2021

Western Sussex Boys & Girls Club – 310 Virginia Avenue, Seaford, DE 19973  
Vendor set up 12:00 pm until 1:00 p.m. in the gym. Breakdown of booths after 4:00 pm.

Vendor Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Emergency Contact Person \_\_\_\_\_

## Type of Booth & Description:

Please give a detailed description of your products/services. Preference given to Child Development, General Health, Mental Health & K-12 Education related vendors.

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**Are you providing giveaways (such as pens, magnets, and door prizes)? Please list the items:**

**Will your booth be interactive? (Please provide details for our advance press release.)**

**If you will sponsor any special educational presentations (such as bicycle helmet safety, CPR, exercise, and nutrition), please provide details and suggest a time(s):**

We are asking that all vendors make a donation to our school supply drive of at least 10 book bags and school supplies in lieu of a vendor fee. All vendors will be supplied one table and two chairs. There is limited capacity so booths will be reserved on a first come, first serve basis.

**Waiver:** PIC reserves the right to refuse any vendor application. Exhibitors must make provisions for safeguarding their goods. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. *Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.*

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_