

Pampering for a Purpose - *Vendor Application*

6th Annual Pamperfest, May 6-7, 2016

Friday 4 pm – Saturday 11 am

Embassy Suites Pittsburgh International Airport, 550 Cherrington Parkway,
Coraopolis, Pennsylvania, 15108

This event has been formatted to provide FUN and PAMPERING for everyone who attends! Guests will enjoy an evening of indulgence in a luxury, two-room suite, with a schedule filled with cocktails, food, pampering, a scavenger hunt, hourly prizes, goodie bags and shopping.

Miller Promotions is proud to present this charity event, with proceeds going to the Susan G. Komen Foundation.

Vendor information: All vendors will set up in their own two-room luxury suite near the suites of event guests. All attendees will be given an event program indicating the locations of vendor suites that will provide shopping and pampering. Vendor suites include a separate living room, which is an ideal set up as a mini product shop or pampering session area. You will have the availability to do appointments, or allow walk ins. Vendors are welcome to do a workshop, lecture, or any activity that may provide information & fun in their suite. We will list this activity in the event program as a highlighted event. This event must have a specific start and end time. The event attendees are looking for FUN! We encourage vendors to get creative! All two-room suites offer single or double occupancy. Vendors are welcome to SHARE their two-room suite with another vendor. A \$30 room- sharing fee will apply. This event is highly marketed as a charity event; the complete evening for pampering, and the perfect gift for Mother's Day, girls night out, or a relaxing and indulgent getaway! The vendor's company information will be included in the goodie bags that will be distributed to all overnight guests.

Event overview: There will be 3 types of customers that will be walking through the event: Event walk through guests, hotel guests, and overnight guests.

Overnight guest will be staying on the same floor as the vendors. They will have an event program that will show them where the vendor suites are located. The overnight guest will be wearing a PINK wristband. This wristband entitles the guest to complimentary wine that is located in each vendor room. These guests are also entitled any "special" discounts offered by vendors. Wristbands are available for sale for walk through guests at the price of \$30. The wristband can be purchased at the merchandise table located by the elevators. The overnight guest will be participating in a scavenger hunt to earn raffle tickets for prizes donated to this event. Raffle tickets are also available for sale 10 tickets for \$5

Walk through guest will be attending the event, but they will not stay overnight. They

are also participating in the scavenger hunt to earn raffle tickets for prizes donated to this event.

We ask and appreciate vendors that will assist in distributing information to anyone that may be interested in attending Pamperfest. Any overnight guest (other vendors are not valid) that secures their suite upon the recommendation from a vendor, will earn a complimentary business card ad in the Pamperfest event program. Multiple referrals will increase your ad size!

Ad sizes available are: business card, 1/2, and full page. Any vendor earning a FULL PAGE will be listed as a Contributing Sponsor on the website with website links!

Vendors are welcome to purchase an ad in the program.

Business card ---\$45

Half page---\$90

Full page---\$160

Earn an ad when you donate a prize to our auction valued at \$40 or more.

Sponsorship Opportunity

Did you know the Platinum Sponsorship includes your suite and aggressive marketing for your company?

This option is perfect for the vendor that wants the highest level of exposure before, during, and after the event!

Platinum sponsor - \$350

Your company will receive:

--- Your company name is listed on 2 pages on the Pamperfest website as platinum sponsor with website links. It will appear as: PAMPERFEST – Sponsored by YOUR COMPANY NAME. It will be listed on the HOME page and the SPONSOR page.

--- A single occupancy suite, to use for face to face marketing. (This suite cannot be shared with another vendor)

--- Your company name and logo will be added to the Pamperfest sign located in the hotel lobby.

--- 4 hours of marketing for your company as the Platinum sponsor of Pamperfest, with website links. This will be provided each month till the month till May 2014. Your company information will be sent to all marketing resources used to market the event. (Facebook, Event database, LinkedIn, Google+, Twitter, and dozens of other online resources)

--- Your company will receive a full-page ad in the event program.

--- Your information will be included in each of the goodie bags that will be distributed to all attendees.

Gold sponsorship -- \$130

Your company will receive:

- Your company name is listed on the Pamperfest website as gold sponsor with website link.
- Your company will receive a monthly highlight on the Pamperfest Facebook page till May 2014.
- Your company will receive a 1/2 page ad in the event program.
- Your information will be included in each of the goodie bags that will be distributed to all attendees.

Silver sponsorship -- \$95

Your company will receive:

- Your company name is listed on the Pamperfest website as silver sponsor with website link.
- Your company will receive a monthly highlight on the Pamperfest Facebook page till May 2014.
- Your company will receive a business card ad in the event program.
- Your information will be included in each of the goodie bags that will be distributed to all attendees.

Vendor participation information:

- Cost to participate as a vendor - \$180
- \$30 room sharing charge applies to vendors sharing a suite
- Payment must be secured to reserve vendor suite. All suites are secured on a 1st come, 1st served basis.
- Only 1 representative per company will be honored.
- Vendors are responsible for complete set up of their vendor suite.
- All vendors must be courteous and respectful of other guests. Vendors must comply with hotel requests.
- Additional hotel fees will apply for: late check out, room service, phone charges, gift shop purchases, etc.
- Payment will be secured by credit/debit card or check only.
- No refunds will be honored.
- Vendor is responsible for full room charges when cancellations are made after May 7, 2014
- Room cannot be re-rented without the consent of the event promoter.

Set up information is on the website. Accepted vendors will be listed on the website. Vendors that are not accepted will be contacted. The balance due will be collected 1 week prior to the event. Final payment option is available on the website.

Name: _____

Company Name: _____

Services or products offered: _____

Address:

Email: _____ Tele#

Web address: _____

Facebook Link:

Optional: Please list the discount being offered to guests wearing an event bracelet (overnight guests only)

Optional: What activities, lectures, or workshops being offered in your suite?

Choose your room

Cost: \$180 Vendor room sharing fee: \$30 Number of guest in your suite _____

Single occupancy _____ Double occupancy _____

Scavenger hunt clue (one sentence to describe your business) _____

Business name of the vendor sharing with _____

Web address of this vendor _____

Optional: Please list the discount being offered to guests wearing an event bracelet by this vendor (overnight guests only)

Optional: What activities, lecture, or workshops is this vendor offering?

Scavenger hunt clue (one sentence to describe your business) _____

Sponsorship opportunities: (sponsorship participation form must be included with this form. The form is located on the Pamperfest website.)

Platinum _____ Gold _____ Silver _____ Supporting _____

Program advertising opportunity: Full page \$160 _____ Half page \$90 _____

Business

card \$45 _____ Donating a \$40 prize _____

Form of payment: _____

Room fee: _____

Minus deposit: _____

Room sharing fee: _____

Advertising ad payment if applicable: _____

Sponsorship payment if applicable: _____

Total amount submitted _____

Make checks payable to Miller Promotions and remit with completed application to the address below. Credit/debit/ or PayPal options are available by visiting our website:

www.Pamperfest.com

Send application to: Pamperfest, 248 Allison Ave. Pittsburgh, Pa. 15202 •

Vendor check list: Please include the following.

_____ Completed vendor application

_____ Copy of online receipt for the deposit if applicable

_____ Copy of online receipt for vendor payments paid in full if applicable

_____ Advertising form if applicable

_____ Sponsorship form if applicable

Additional information for vendors.

- Accepted vendors will be listed on the Pamperfest website. Vendors not accepted will be contacted.
- We will market each of our vendors on the Pamperfest Facebook page till May 7, 2015
- Set up information will be sent by email May 7, 2015. The set up information is also listed on the Pamperfest website.
- Vendors will bring their goodie bag items to the hotel with them. A volunteer will collect them at the Pamperfest welcome table located next to the elevator on the 3rd floor.

We thank you for participating in Pamperfest!

Questions can be directed to:

Miller Promotions

Tele: 412.415.3584 M-F 10-6pm EST • FAX: 412 415 1315

Email: MillerPromotions@comcast.net

<https://www.facebook.com/Pamperfest>