



ST. CLAIR COUNTY COMMUNITY RESOURCE FAIR

WEDNESDAY
MAY 10, 2023
10:00 AM - 1:00 PM
**ST. CLAIR COUNTY
COMMUNITY COLLEGE**

Vendor Registration Form

Thank you for taking part in the annual St. Clair County Community Resource Fair! Please complete both pages of this registration form and return by **Friday, April 21, 2023**. Forms can be sent to Sarah Herrle at sherrle@scccmh.org, by fax at (810) 985-7620 or by mail to Community Resource Fair c/o SCCCMH 3111 Electric Avenue, Port Huron MI 48060.

Organization Name: _____

Address: _____

City & Zip: _____

Event Contact Person: _____

E-mail: _____ Phone: _____

Program (if applicable): _____

Please provide a brief description of the service your program will provide at the Resource Fair: _____

Event Set-Up:

I prefer to set-up: Indoors Outdoors
 (one table, two chairs provided) (must provide your own table, tent, chairs)

Wifi is available and electrical access may be available depending on table location. Please indicate any additional set-up needs/special requests: _____

We will do our best to try to accommodate vendor requests!

Resource Guide

As a way to generate revenue to ensure the event's continued success, the Community Resource Fair puts together a Resource Guide that is given to each participant and vendor. It's a great low-cost advertising option that we are pleased to offer our partner agencies. **Each organization participating as a vendor will have their name, address, and phone number listed in the book free of charge. To ensure accuracy, please fill out the following information exactly as it should be printed in the book.**

Address (if different from mailing address on page 1): _____

City, State, & Zip: _____

Phone Number (s): _____

Website: _____

Additional ad space is available to advertise the programs and services provided by your organization. A digital version of the Resource Guide is available upon request.

_____ Full Page Ad (vertical) 8.5x11in. Full Color - \$200.00

_____ Half Page Ad (horizontal) 8.5x5in. Black & White - \$150.00

_____ Quarter Page Ad (vertical) 4x5in. Black & White - \$50.00

_____ *Please use our ad from last year's 2022 Resource Guide*

Print-ready ads must be submitted by e-mail no later than **Friday, April 21, 2023** as a .pdf or .jpg file to Sarah Herrle, sherrle@scccmh.org. **Please make checks payable to SCCCMH with Resource Fair in the Memo line. Checks can be mailed to 3111 Community Resource Fair c/o SCCCMH, Electric Avenue, Port Huron, MI 48060.**

Door Prize

In lieu of a vendor fee, we ask each organization to provide a door prize. These prizes will be raffled to participants during the event. We suggest that these be useful items, things that a struggling individual or family might be in need of or may really enjoy. Some ideas are:

- Gift cards to local grocery stores or gas station
- Family game night basket with board games
- Laundry basket with laundry supplies
- Bucket with household cleaning products
- Shopping bag with non perishable foods
- Gift cards to a local restaurant
- Set of hand tools, (screwdrivers, pliers etc.)
- Home weatherization kits
- Assortment of cooking utensils
- Basket of new sheets or towels
- Refurbished (or even new) bicycle with helmet
- Yard and lawn tools
- Pet food, treats, cat litter, or other pet supplies

Please indicate below the type of prize your organization plans provide.
