



VENDOR PACKET

Join Us

April 28, 2018

at

Hillgrove High School



11th Annual Taste of West Cobb
Saturday, April 28, 2018 at Hillgrove High School
Join us for this scrumptious event!

Dear Vendor Participant,

The Hillgrove High School Bands cordially invite you to be a part of the eleventh annual ***TASTE OF WEST COBB***. This event was a huge success last year, catering to over 4,000 attendees and featured many of the most delicious and delectable restaurants in Metro Atlanta, as well as several special businesses that participated as vendors. With your support, the 11th Annual ***TASTE OF WEST COBB*** will be our largest event yet!

Studies have shown that allowing people to speak directly to you will attract far more new customers than resorting to alternative advertising such as expensive TV and radio ads. ***TASTE OF WEST COBB*** can be the perfect tool to increase your business flow with minimal costs involved, while providing an opportunity for great community involvement.

TASTE OF WEST COBB will take place on April 28, 2018 from 11:00 AM - 5:00 PM at Hillgrove High School. A registration fee (details included in this package) provides participating vendors with booth space.

Vendor will provide their own tent/ table/ chairs/table cover. These items can be provided by HBBA at an additional cost.
HBBA will provide sign with name of business, item offered, and prices (if applicable).

Vendor agrees to offer a product/item/event that will generate ticket sales for the band (unless you choose a non-ticket spot).
50% of each ticket sold will be retained by the vendor/ 50% will be donated to the Hillgrove Band (if tickets are used).

Your company will enjoy the added benefit of being included as a featured business on pre-event promotional material. ***It is requested that all items offered for sale be "charged" no greater than ten (10) tickets. Tickets are \$1.00 each, with proceeds evenly split between the Hillgrove High School Bands and your business. All ticket sales will take place prior to and during the event at a designated area. Your personnel will not handle any cash during the event. If you need to discuss special circumstances for your business, please contact the person on the forms included.***

Due to limited availability and overwhelming requests from businesses that have participated in the past, the first 20 companies that sign up with their deposit will be guaranteed a spot. If space permits, additional businesses may be allowed to participate. Guarantee your spot by returning your application and registration fee as soon as possible. Upon receipt of your application and fee, additional forms will be sent to you to complete. Don't miss out on the chance to support the Hillgrove High School Bands Music Education Programs. Your business will greatly benefit from ***TASTE OF WEST COBB*** Return the signed application and registration fee to:

Rebecca O'Kelley, TOWC Coordinator
1105 Amberton Lane Powder Springs GA 30127
Phone: 770-403-6160 Email: hillgrovebandstowc@gmail.com

MAKE CHECKS PAYABLE TO: Hillgrove Bands Booster Association, Inc. (HBBA)
(Tax ID # - EIN 205231201)

WE APPRECIATE YOUR SUPPORT!



Taste of West Cobb is a production of HBBA Inc., a 501(c)(3) not-for-profit organization.



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VENDOR REGISTRATION

VENDOR BUSINESS
CONTACT NAME
STREET ADDRESS
CITY STATE ZIP
BUSINESS PHONE CELL PHONE
TYPE OF PRODUCT
EMAIL FAX

Please choose one:

** \$150.00 Vendor Booth Fee **
For Vendors selling product and participating in ticket sales.
Tickets are split 50/50 between vendor's business and the Hillgrove Bands.
**** OR ****

** \$300.00 Vendor Booth Fee **
For Vendors not selling product or producing ticket sales.

NOTE: Registration fee includes 12x12 SPACE only, sign with name of business and ticket information if applicable.
Bring your own tent, tables, table cloths, and festive décor.
Access to Electricity is available if needed. Please note on application electrical needs so we are prepared.
Additional Items available if needed (see below).

** 10x10 Tent Rental is available at a cost of \$100 per tent and will be set up in your space prior to event set-up is requested **
Table Rental - \$10 Per 8 foot table requested.....Chair Rental - \$5 per chair requested.....Table Cloth Rental (white) - \$10 per table cloth requested

Vendors must attach a list of products to be offered on event day.

TOTAL ENCLOSED \$
MAKE CHECKS PAYABLE TO: HBBA (A 501(c)3 non-profit organization, Tax ID # - EIN 205231201)

MAIL TO:
Rebecca O'Kelley, TOWC Coordinator
1105 Amberton Lane Powder Springs GA 30127
Phone: 770-403-6160 Email: hillgrovebandstowc@gmail.com
ONCE APPLICATION IS ACCEPTED, VENDOR FEES ARE NON-REFUNDABLE

NOTE: Restaurants, Vendors, participants, and all others by execution of this form release and discharge Hillgrove High School, Hillgrove High School Bands Booster Association, The Avenue West Cobb, the City of West Cobb and City Council members, their respective employees, sponsors, promoters, staff, volunteers, and representatives from any and all known and unknown damages, injuries, losses, judgments, and/or claims from any cause whatsoever which may be suffered or experienced by a restaurant to his/her person or property. Hillgrove High School, Hillgrove High School Bands Booster Association, The Avenue West Cobb and the City of West Cobb assume no liability for restaurant's participation in the event and signing below acknowledges the same. The sale of alcoholic beverages is strictly prohibited and is not permitted on event grounds.

Signature: Date





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VENDOR ELECTRICAL NEEDS

Vendor/Business: _____

Contact: _____

Will your business need electricity? YES NO

If electricity is needed, please list any equipment that will require power to assure that we provide you with adequate generator power. Standard plugs will be provided. Please bring an adaptor if you require anything other than a standard.





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2018 RAFFLE DONATION

All proceeds support the Hillgrove Bands Music Education Program

www.hillgroveband.com

www.tasteofwestcobb.com

Dear Prospective Supporter,

The Hillgrove High School Bands cordially invites you to be a part of the tenth annual ***TASTE OF WEST COBB***. This annual fundraising event hosted over 4,000 attendees in 2017. With many of the most delicious restaurants in Cobb County participating, the 2018 event promises to be even bigger and better.

When you make a donation to the Hillgrove Bands Music Education Programs, you have the opportunity for extensive community exposure of your business and your unique product offerings. Your participation also signifies to the public your commitment and willingness to invest in the educational programs of your community.

Your product will be prominently featured at our raffle booth, included in event programs, and announced by our DJ. You will receive a letter of appreciation from the Hillgrove Bands Booster Association, Inc. (HBBA) and a tax receipt.

The ***TASTE OF WEST COBB*** will take place on April 28, 2018 from 11AM to 5PM at Hillgrove High School. It will feature entertainment from the awarding winning Hillgrove Bands and other area middle and elementary school music programs.

Proceeds from the event will benefit the Hillgrove High School Bands Music Education Programs. As a 501c3 organization, donations are tax deductible.

Yes, I would like to donate the following as a raffle item(s) for ***THE TASTE OF WEST COBB***.

Item donated: _____

Brief Description of Product: _____

Monetary cost for tax purposes: _____

Name of company: _____

Address: _____

Phone number: _____ Email: _____

Hillgrove Band Booster Organization, Inc. (HBBA) is a 501c3 non-profit organization.
Tax ID # 20-5231201

Mail your donation to: Rebecca O'Kelley, TOWC Coordinator
1105 Amberton Lane Powder Springs GA 30127

THANK YOU FOR YOUR SUPPORT!



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