

## **VENDOR INFORMATION**

The Mitchell Thorp Foundation (MTF) is proud to host our 14th Annual “Warrior Spirit 5K Run/Walk and Family Festival. **Saturday, February 4, 2023, at Poinsettia Park 6600 Hidden Valley Rd. Carlsbad.** Our theme is: “Bring out your Warrior Sprit to help a Warrior Child fighting for their Tomorrow.”

Our event is expected to attract 1200+ participants of all ages, and will feature live music, fun, interactive activities, vendors booths, prizes, food, interactive activities, and an inspirational Opening Ceremony. We invite you to be a part of this most inspiration Run/Walk in the region.

## **VENDOR BOOTHS**

- **Location-** South parking lot at Poinsettia Park, which also serves as the hub site for our event and is in immediate proximity to the registration area, DJ and other activities.
- **Size of Space-**We offer both single-wide (1 space) and double-wide (2 spaces) parking spaces in the lot to our vendors. A single space is adequate for a table setup, while a double wide spot will accommodate a 10' x 10' canopy with tables.
- **What to bring-**Only the space is provided, no utilities. Bring tent/canopy, tables/chairs, and any signage you need.
- **Day of-**Your location will be provided to you when you check-in on the day of the event.

## **VENDOR GUIDELINES**

### **GENERAL**

- This is a rain or shine event. In case of event cancellation due to circumstances beyond MTF's control, there will be a 50% refund of vendor fees.
- Vendor Setup starts at 7:00AM and must be completed by 8:00 AM. Vehicles must be removed from the booth location by 8:00 a.m. Late arrival may void your participation.
- Vendors are expected to be present at their booths continually starting at 8:30 AM.
- Booth teardown may commence no earlier than 10 minutes after the completion of Closing Ceremonies, which is estimated to occur at approximately 12:00PM.
- Canopies and side curtains must be certified fire-retardant.
- Any generators used must be quiet and self-enclosed. Generators must be placed on top of a solid barrier that will prevent excessive heat or materials from reaching the ground. No generators may be placed on the turf and generators may not leak oil or other fluids onto the facility premises.
- Please let us know if you will be using a generator.
- All electrical cords must be commercial grade and secured down safely.

- All vendor activities must be suitable for a family event. Any vendor found in violation of this guideline will be asked to cease the offending behavior and may be asked to leave the premises. The judgment regarding acceptable vendor displays and activities is the sole responsibility of the event organizers.
- Vehicles must be parked in designated parking spots, away from the event site. Vehicles may be temporarily brought onto the site for the purpose of loading and unloading only.
- Vendors must keep their booths and surrounding areas clean. Each vendor shall leave the area in the same condition as upon arrival

## **FOOD VENDORS**

- Food vendors who are cooking food must have a certified fire extinguisher.
- Food Vendors must provide trash receptacles for customers and use heavy-duty bags. All trash must be moved to the site dumpster location.