



Dear Earth Day Vendor,

Please join us for our annual Earth Day Celebration and Concert on Saturday, April 17, 2010 at Polliwog Park in Manhattan Beach. The event will take place from 11:00am until 4:00pm. We have a full day of activities planned along with food booths, environmental organizations, a kid's activity area, an alternative transportation display, earth friendly vendors and live entertainment.

All vendors, please fill out the form at the bottom of this letter and mail it to P.O. Box 3817, Manhattan Beach, CA 90266 along with a check for the appropriate amount and we will inform you of space availability asap and no later than March 30th.

Park Access: Volunteers can help you unload at the curb starting at 8:30am. You will be permitted to drive into the park to unload your vehicle prior to 10am at an assigned time by showing proof of car insurance, your vehicle must be off park ground by 10:30, sharp for safety of our guests.

Parking: If you will be working your booth all day, inform the park attendant and you will be given a pass to park on the North side of Manhattan Beach Blvd, you will need to be parked there for the entire day; there is only one pass per booth, first come first served.

Bring: Please bring a table covering. Bring your own shade and be prepared for a breeze. Feel free to bring additional display tables and a pop-up tent. You will need to have VOICE and the City of Manhattan Beach added to your insurance policy for the day of the event if you will be having items to sell and/or samples that are eaten or put on the skin. Proof of insurance must be provided prior to set-up. If you have any questions please call me at (310) 376-2854 or the VOICE message line (310) 226-2927.

We look forward to seeing you for our Earth Day

Sincerely,
Judy Scott, Vendor Chairperson

Business/Organization Name _____ Contact Name _____
Address _____ City _____ State _____ Zip _____
email: _____ Phone _____
10 x 10 space, 2 chairs, 6ft table: vendor \$60 _____ Non-profit free (donations accepted) _____
Additional Tables @ \$25 each _____
Electricity is limited; \$25 additional fee must be received to be considered _____

voice, PO BOX 3817, Manhattan Beach, CA 90266 www.greenvoice.org