

# 2025 Senior Expo Vendor Registration

Get ready for the ultimate "Through the Decades" Senior Expo! Join us on Thursday, September 18th, 2025, from 10 AM to 2 PM at the Wexford Civic Center for a journey through time. Our theme, "Through the Decades," brings back nostalgic vibes and fun from every era. Vendor networking starts at 9 AM. The cost is \$250 per vendor, and \$150 for non-profits. Register by August 15th, 2025! Each booth includes one table, two chairs, and your name in the September newsletter. Don't miss this incredible day of networking, learning, and fun!



Agency Name

Contact Person

Address

City

Zip Code

Phone

Email

Please give a brief description of the agency/service:

Recruiting volunteers? ☐ Yes ☐ No

DO YOU NEED POWER? ☐ Yes ☐ No

Will your agency be providing a Health Screening? ☐ Yes ☐ No

If yes, what Health Screening?

Will you like to donate a door prize? (Great PR opportunity!) ☐ Yes ☐ No

Looking to give a door prize away every half hour

## SPONSORSHIP OPPORTUNITIES

Our Sponsorships offer you the following added benefits...

Flower Power \$350	Disco Fever \$450	Y2K \$550 (limited 10)
<ul style="list-style-type: none"> <li>-Vendor fee is included</li> <li>-1 table (6-8 feet)/ 2 Chairs</li> <li>-Name in September Newsletter (In order to guarantee your name in the newsletter you need to register by August 4<sup>th</sup>)</li> <li>-Name on printed advertising materials (COA website, COA Facebook page, etc.)</li> <li>- Full color logo sponsorship table display sign</li> </ul>	<p><u>Includes all Flower Power benefits plus...</u></p> <ul style="list-style-type: none"> <li>-Sponsor yard sign with logo displayed outside the venue</li> <li>- Colored logo in expo brochure</li> <li>-2 lunches provided</li> </ul>	<p><u>Includes all Flower and Disco Fever benefits plus...</u></p> <ul style="list-style-type: none"> <li>-Logo printed on advertising materials (COA website, COA Facebook page, etc.)</li> <li>- Name mentioned on radio advertisement</li> <li>- 2 (6-8-foot table)</li> <li>- End of the isle booth</li> </ul>

Feel free to call us at (231) 775-0133 with any questions or if you need further information.

### **PLEASE CHECK ONE**

- ☐ Y2K Sponsorship = \$550
- ☐ Disco Fever Sponsorship = \$450
- ☐ Flower Power Sponsorship = \$350
- ☐ Vendor Fee = \$250
- ☐ Non-Profit Vendor Fee = \$150

### **Method of payment:**

- ☐ Check   ☐ Credit Card (service fee)

If paying by check, please make payable to Wexford COA (Senior Expo in Memo) and mail to 714 W 13th Cadillac MI, 49601. If paying by credit card, we will follow up with you to process payment. Vendor Booth secured upon payment.

### **Set-up:**

- Wednesday, September 17th: 3:00 PM – 6:00 PM
- Thursday, September 18th: 8:00 AM – 9:00 AM (Rise and Shine!)

### **Tear-down:**

- Thursday, September 18th: 2:00 PM – 6:00 PM (Pack up the Magic!)

### **Networking:**

- Thursday, September 18th: 9:00 AM to 10:00 AM (VIP Vendor Hour)

### **Exhibitors Must Provide:**

- Tablecloth or Cover: Give your table that perfect finish.
- Extension Cords: Power up, but remember—electricity is limited!
- Handouts/Freebies: Spread the love with your swag.

### **Exhibitor Rules:**

- Clean-Up: Remove all materials and debris.
- Stay Clear: No part of the display should block aisles or marked exits.
- Responsibility: Exhibitors are responsible for any damage to Wexford County Civic Center facilities while loading, setting up, displaying, or removing merchandise.
- Refund Policy: Vendor fee will be refunded in full ONLY if notice of cancellation is received in writing prior to August 15th, 2025.

We'll be creating a brochure this year with a directory map for the public to easily find your booth.

### **Decorating Vendor Booths (Optional):**

This year's theme is "THROUGH THE DECADES." Let's bring the past to life with your booth decor!

- Vote & Win: Every vendor will have the opportunity to vote for the BEST decorated booth.
- Grand Prize: The winner receives a free booth in their prime spot for next year's expo!

Bring on the fun, flair, and funky vibes as we celebrate "Through the Decades" at the Senior Expo!



**MUST register by August 15<sup>th</sup>,  
2025**

Email forms to [seniorexpo@wexfordcoa.org](mailto:seniorexpo@wexfordcoa.org) or drop off/mail to 714 W 13 Street Cadillac, MI 49601

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