



TUALATIN HILLS PARK & RECREATION DISTRICT

July 13, 2015

To Whom It May Concern:

I am writing to ask for your participation and sponsorship in the 2015 Health & Wellness Resource Fair. This year's Fair will be held on **Saturday, October 3, 2015 from 9am-1pm** and is one of our annual fundraisers for the THPRD Elsie Stuhr Center. On tap for this year's event, a **flu shot clinic, vendor's fair, informational lectures, health screenings, raffle drawing and refreshments.**

The Elsie Stuhr Center has an honored position as the most progressive "Senior Center" in the State of Oregon. We focus on addressing all areas of wellness for adults 55 years and better. At the Health & Wellness Resource Fair we try to address all seven wellness dimensions: Physical Wellness, Intellectual Wellness, Social Wellness, Emotional Wellness, Vocational Wellness, Spiritual Wellness and Environmental Wellness.

This is a **great sponsorship opportunity** for your business/organization. We are expecting approximately 500 people to attend the Health & Wellness Resource Fair again this year. In addition, we will post your contribution and information on our website, in our monthly newsletter and will include your logo in all advertisements of the event. Please see attached sponsorship sheet for more information.

Attached is a registration form. The fee, for six foot table space with 2 chairs, is \$250.00. Electricity can be made available on a first come, first served basis. **Please note on your registration form what your needs will be.** In addition, please include any health screening you will be providing and/or any raffle prize you will be bringing or delivering. **Priority table placement will be determined by your registration submission date (to include payment) and amount of sponsorship.**

Your benefits for participating as a vendor will include:

- Vendors will receive name recognition on printed materials to include event passports, posters and table tents. Table tents are placed on lunch tables one week prior to event.
- Vendors and services provided will be published in our monthly newsletter.
- For Vendors who supply a Health Screening and/or a raffle prize in addition to their registration fee, additional written materials will list their agency, company, business etc.
- Vendors will be provided a 6' table space and 2 chairs the day of the event **(No table covers).**

We sincerely hope you can help us in a significant way. Portions of your registration fees and sponsorships may be tax deductible (Tax ID 93-6011018) and all necessary documentation will be provided. We recognize there are many fairs seeking your participation, but the Elsie Stuhr Center's Health & Wellness Resource Fair is an outstanding event worthy of your support.

To register please fill out the enclosed registration form and submit payment. **Priority placement will be done based on sponsorship level and as forms, accompanied by payment, are returned to the Stuhr Center. Space is limited to 60 vendors so it is important to get your registration form and payment in early.** If you have any questions, please contact me at 503-629-6342 or asatterf@thprd.org. Thank you for your consideration of sponsoring our Health & Wellness Resource Fair. Your contribution will benefit individuals 55 and better in our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Ann Satterfield".

Ann Satterfield, Health & Wellness Program Coordinator



TUALATIN HILLS PARK & RECREATION DISTRICT

2015 Health & Wellness Resource Fair Registration Form

Saturday, October 3, 2015 - 9:00am-1:00pm

Highlights:

Wide variety of Health and Wellness related vendors (60 is our max this year) participating. Over 500 individuals ages 55+ expected to attend.

Contact: Ann Satterfield 503-629-6342 Fax: 503-629-6347 e-mail: asatterf@thprd.org

Name of Company _____

Contact Person _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-mail _____

Company website _____ Additional Person(s) _____

Booth: \$250 (Please contact Ann Satterfield for information on non-profit fee exemption)

Payment Includes:

- 6'table (**no skirting**) with 2 chairs
- We cannot guarantee electricity (First come, first served)

What health/wellness service will you be providing at your booth? (Blood pressure, cholesterol, information only, etc.)

What Raffle prize will you be bringing and how should we list it in our promotions?

Payment Information: Please check all that apply.

- Total Due: Presenting Sponsor \$500 (Includes Booth space)
 Lecture Sponsor \$150 (Does not include Booth space)
 Booth Space \$250

Amount enclosed: _____

Please make checks payable to the "Elsie Stuhr Center". For payment with a Visa, Mastercard or Discover, please call the Elsie Stuhr Center office.

Please fax, email, or mail form and payment to the attention of Ann Satterfield. For additional information, or questions, please contact Ann Satterfield.



TUALATIN HILLS PARK & RECREATION DISTRICT

Elsie Stuhr Center Health & Wellness Resource Fair – 2015

This annual FUNDRAISER attracts 300-500+ older adults. The Health & Wellness Resource Fair will take place Saturday, October 3rdth, 9:00am – 1pm. This year's event will include a flu shot clinic, vendor's fair, informational lectures, health screenings, raffle drawing and refreshments.

Sponsorship Opportunities

Health Fair Presenting Sponsor - \$500

- Logo on Welcome Banner at Stuhr Center Main Entrance
- Logo on event promotional flyers & e-mails
- Logo on cover of event program
- Logo on all event signage
- Company name mentioned during announcements
- Booth (6' table) at event to give away your promotions

Lecture Series Sponsor - \$150

- Banner with name and logo in Lecture Room
- Listing in event program, newspaper ad, and all promotional materials

Commitment must be received by August 19, 2015 to be included in promotional materials. Please contact Ann Satterfield directly to be one of our sponsors.

Portions of your registration fees and sponsorships may be tax deductible. Our tax identification number is 93-6011018

If you're looking for an annual sponsorship opportunity, please ask me about our new Wellness on Wheels (WOW) Van.



DRAFT

HEALTH & WELLNESS RESOURCE FAIR

**SATURDAY
October 3, 2015**

9 am – 1 pm

THPRD Elsie Stuhr Center
5550 SW Hall Blvd
Beaverton, OR 97005
Phone: 503/629-6342
Fax: 503/629-6347
asatterfield@thprd.com

Lectures Series

9:30 am -

YOUR
LOGO
HERE

10:45am -

YOUR
LOGO
HERE

12 noon -

YOUR
LOGO
HERE

THANK YOU TO OUR SPONSORS!

**YOUR
LOGO
HERE**

Health & Wellness Resource Vendors



Flu Shots* \$30 covered by
most insurance
plans. For
details please
contact the Stuhr
Center



Health Screenings/ Services

- Blood Pressure
- Hearing
- Balance
- Flexibility

AND More!!

**FREE
Healthy Snacks**

**GREAT
Raffle Prizes**



Tualatin Hills Park & Recreation Dist.

Elsie Stuhr Center