

# Vendors

## DIRECTOR'S LETTER

My name is Dr. Jamie Blevins and I am a parent of three Freedom Elementary students. My children participate in the Freedom Running Club, and along with other Sapulpa students, have run in surrounding area 5K races and Fun Runs. The importance of our youth and the constant need for school resources prompted me to organize a 5K Race/Walk and Fun Run to raise funds for Sapulpa Public Schools. The mission of Route 66 Steps For Success 5K Race/Walk and Fun Run is to raise awareness and promote the importance of health and wellness through fitness and education, while creating a fun family event for the community.

A committee of Sapulpa school personnel, law enforcement officials, and local citizens have joined me in the planning and promotion of this event. **But we can't do it without your help.** We need corporate and individual sponsors, as well as product vendors, to make this event a reality. We are asking you to be a part of Sapulpa's endeavor to be a healthier community, while providing assistance for Sapulpa Public Schools.

Sincerely,  
Jamie Blevins & Race Steering Committee

## VENDOR CRITERIA:

We are seeking vendors desiring to share their company products, services, and information with Route 66 Steps For Success race participants and guests. Vendor space will be located in front of the Creek County Courthouse. The race registration, race starting point, and the event stage will also be located in this area.

In an effort to maintain race quality, the following criteria have been established for all vendors. Vendors adhering to this criteria will be given first priority of table location. The race Steering Committee reserves the right to decline any vendor not meeting the criteria.

- Vendors must secure their space by September 1, 2011 to ensure a space.
- Vendors must supply their own table (booth), chairs and needed equipment.
- Allotted table (booth) space is approximately 10' x 10'.
- Each vendor assumes all liability for all action and activities occurring in the vendor's area and holds Route 66 Steps For Success harmless of all accidents, thefts, fires, damages and any other non-designated liabilities.
- Each vendor must have liability insurance or agree to be responsible for liability within their booth, serving area, or immediate area around their booth.
- Each vendor will be assigned a space which will be identified via markings on the parking lot pavement in front of the Courthouse.
- Vendor set up time is Saturday, November 5, 2011 after 11:00 A.M. All vendors must be set up by 1:00 P.M. race time.
- Vendors cannot park vehicles on the grass or in the Vendor parking lot where booths are located. All vehicles should park outside the Courthouse parking lot.
- Vendors are responsible for their own electricity.
- Vendors are responsible for cleaning their own table area and dispensing of trash at conclusion of event.

Vendor intent via a copy of this form with signature must be submitted by September 1, 2011 to Jamie Blevins, Route 66 Steps For Success, c/o Sapulpa Chamber of Commerce, 101 East Dewey, Sapulpa, OK 74066.

Vendor Signature (Printed) \_\_\_\_\_  
Business Name \_\_\_\_\_ Contact Name \_\_\_\_\_



Benefiting Sapulpa Public Schools

**"A Race For The Future"**

## RACE DETAILS:

5K & Fun Run  
Saturday, November 5, 2011  
Downtown, Sapulpa, OK

11:00 A.M. Vendor Set Up  
1:00 P.M. Registration  
2:00 P.M. Fun Run  
2:30 P.M. 5K Run  
12:30 to 4:00 P.M. Entertainment

[www.sapulpa5k.com](http://www.sapulpa5k.com)

