

VENDOR REGISTRATION



Early Education Professionals Networking Fair
Monday, October 23rd, 2017 9-11 A.M.
WakeMed Andrews Conference Center
3024 New Bern Ave.
Raleigh, NC 27610

Thank you for your interest in being a vendor at the 2017 Early Education Professionals Networking Fair. The networking fair is designed for professionals serving children birth to five and their families, with a focus on services that are free to qualifying families. We encourage all local community programs to attend and participate (**Vendor Space is limited to 20 tables**). Vendors and attendees can network with colleagues, learn about program updates, and get referral guidance. The networking fair is not designed to address questions from families or the general public, but to build partner relationships and provide professionals an opportunity to gain a deeper understanding of available services. Vendor spaces will be first come, first serve providing vendors meet participating criteria. In order to participate in the networking fair as a vendor, your organization must meet the following:

- Nonprofit/publicly funded
- Serves children 0-5
- Provides support to children from low income households
- Organization/program has a community-wide focus

It is highly recommended that your organization bring two staff members; one to remain at the table and another to circulate for networking.

RETURN APPLICATION BY
Monday, October 9th, 2017

Nikki McDougald, Community Outreach Coordinator, Wake County SmartStart
By Mail: 4901 Waters Edge Drive, Suite 101 Raleigh, NC 27606 ATTN: Nikki McDougald
By E-mail: nmcdougald@wakesmartstart.org
By Fax: 919-851-9530

You will receive a separate communication with event logistics no later than Monday, October 16th, 2017. Questions? Please contact Nikki McDougald at 919.723.9292 or email nmcdougald@wakesmartstart.org.

The 0-5 PR and Outreach Collaborative is a group of nonprofit and publicly funded agencies and programs committed to expanding access to early childhood programs and increasing the efficiency of referrals.

DATE:

Primary Contact:

Additional Staff:

ORGANIZATION INFORMATION

Organization Name:

Address:

City:

State:

Zip Code:

E-Mail:

Website:

Office Phone:

Cell Phone:

VENDOR GUIDELINES

- No vendor fee for participating in the networking fair
- Vendor space will include a 5' x 36" table and two chairs
- The schedule for set-up and breakdown is as follows:
 - *The Andrews Center will be open for material drop-off on Friday, October 20th, 2017 from 3-5 P.M.
 - *Set-up time will begin Monday, October 23rd, 2017 at 8a.m.
 - *Breakdown time will begin at 11 A.M. (No early exits. All vendors are expected to participate until the very end of the networking fair)
- Parking Instructions will be sent at a later date