

# PINK CHRISTMAS PINK

*A Christmas Season Kick Off Event*

Calvary Assembly's **PINK CHRISTMAS** is an annual event held at our Cambridge, ON campus. This event gathers women of all ages together to build community, have fun, and worship together. Pink Christmas ushers in the Christmas season through themed activities, beautiful Christmas décor, and the opportunity to begin Christmas shopping at our Marketplace! Last year, we hosted over 500 women from our Calvary campuses, other local churches, the community, and so many friends and family.

We would like to welcome you to be an integral part of Pink Christmas 2024 as an event vendor or sponsor.

## **EVENT DETAILS**

Date: Friday, November 22, 2024  
Location: Calvary Assembly - 127 Hespeler Road, Cambridge, ON N1R 3G9  
Target Audience: Women (and girls) of all ages from Calvary Assembly, surrounding churches, the community, and friends and family!

## **MORE INFO:**

- Anticipated Attendance: 500+
- Ticketed event
- General session gathering like-minded people for a time of worship, teaching, and ministry time.
- Pre-Show with entertaining activities and/or interviews.
- A Christmas marketplace throughout the atrium in the direct flow of attendees, with designated shopping opportunities during the event.
- Face-to-face opportunities to sell your goods or promote your organization's services and resources to over 500 women.

## **CONTACT INFO**

Christine Mann  
519-621-6310 | [christine.mann@mycalvary.life](mailto:christine.mann@mycalvary.life)

**EVENT WEBSITE:** [www.mycalvary.life/pinkchristmas](http://www.mycalvary.life/pinkchristmas)



## **OPTIONS**

### **1. VENDOR**

\$100 CAD Fee OR \$100 CAD GIVEAWAY PRIZE\* (minimum retail value)  
*Limited number available*

Includes:

- Vendor space in atrium (includes 1 x 6' table, 2 chairs)
- 2 Pink Christmas event entry passes\*\*
- Logo placement on the event webpage (with link to desired website)
- Event recognition as a prize donor

### **2. EVENT SPONSOR**

Includes:

- 2 Pink Christmas event entry passes\*\*
- Logo placement on the event webpage (with link to desired website)
- Event recognition as an event sponsor and/or prize donor

### **3. IN-KIND PARTNER**

You have a product or service that would be a help to the event.

Includes:

- 2 Pink Christmas event entry passes\*\*
- Logo placement on the event webpage (with link to desired website)
- Event recognition as an event sponsor

*\*Please see the Giveaway Prize section below for approval requirements.*

*\*\* Please see the Event Entry Pass section below.*

## **VENDOR / SPONSOR INFORMATION**

### **TO APPLY:**

Visit the website and follow the link to the online application form.

### **APPLICATION APPROVAL:**

All vendors and sponsors will be subject to approval with the application process. The submission of an application does not guarantee acceptance.

### **VENDOR DEFINITION**

A "Vendor" can be defined as a company or organization whose main purpose is to sell merchandise for the purpose of making a profit.



## **SPONSOR DEFINITION**

An “Sponsor” can be defined as a ministry, company, or organization whose main objective is to promote their organization, provide information, or advertise opportunities. Sponsors do not receive an event vendor space but will be acknowledged by advertisement for their contribution.

## **SPONSORSHIP & VENDOR FEES**

**Event Sponsors** have the opportunity to determine the value of their sponsorship. Sponsorship can come in the form of cash donation, a prize donation, or an in-kind donation towards the event. See “Giveaway Prizes” below for deadlines and details for prizes.

**Event Vendors** have the option to pay a \$100 vendor fee OR to donate a prize with a minimum retail value of \$100 CAD. This prize can be vendor merchandise or other items. Vendors must decide at the time of application. See “Giveaway Prizes” below for deadlines and details for prizes.

## **GIVEAWAY PRIZES**

Vendors and Sponsors can include a promotional brochure or a business card with giveaway prizes. Items should be delivered to Calvary by November 1, 2024. All giveaway prizes must be pre-approved by Calvary. If the prize is not approved, the \$100 vendor fee must be paid before the event. Calvary reserves the right to put donated prizes together to create a larger gift baskets, etc. The giveaways will be done by the event hosts during the pre-show and the general session.

## **PAYMENT OPTIONS:**

Payment options for sponsorship or vendor fees (if not donating a prize) include cheque or credit card. Payment should be received at the time of application and can be processed directly on the application form. If you are paying by cheque, please contact us before you fill out the online application for a payment code in order to complete the form.

## **VENDOR SPACE**

The Pink Christmas Marketplace area will be set up in the Calvary atrium. As limited space is available, we will carefully select a good range of vendors that will most benefit the participants of this event. Companies will not be permitted to share a vendor space. All booth locations will be designated by Calvary, and requests to change locations will not be permitted.

All vendor spaces will include one booth space, including one 6’ table, two chairs, one white tablecloth per table, and *access* to an electrical outlet. We strongly recommend that all vendors bring their own extension cords (to access an outlet close by), if required. You are not permitted to bring your own table for your exhibit space, however you can bring your own tablecloths if preferred. If you would like to request an additional table for your booth, you can do so at the time of application. Extra tables will be at the discretion of Calvary, on a first-come, first served basis.



## **VENDOR SALES**

Vendors must have all sale items approved by Calvary in advance of the event. Any items that are deemed inappropriate to be sold at this event will be denied by Calvary. Vendors are permitted to keep 100% of sales. Vendors should plan to receive both cash and debit/credit sales at the event.

## **VENDOR / SPONSOR EVENT ENTRY PASSES**

Vendor space registration or event sponsorship entitles your organization to a maximum of TWO complimentary Pink Christmas event *entry* passes (see below for inclusions). Additional *full event passes* may be purchased on the Pink Christmas webpage.

### VENDORS

Event entry passes for vendors include access to the event, including the pre-show, worship service, and dessert bar only. It does not include gifts or giveaways. Vendor booth staff must have a pass to operate your vendor space and to access the event. Passes can be picked up at the event at the registration desk, upon arrival for set up.

### SPONSORS

Event entry passes for sponsors include the same access and inclusions as a regular full event ticket (including ALL activities, food, and gifts). Passes can be picked up at the registration check in desk at the event. Sponsors must confirm if they will be using the passes no later than November 1, 2024.

## **SET UP AND TEAR DOWN**

Vendors may begin set up at 10:00am on Friday, November 22, and must be completely set up and staffed no later than 5:00pm. Vendors must not tear down prior to the end of the event and must be completely torn down one hour after the event ends.

## **BOOTH OPERATION TIMES**

Vendor spaces must be manned during the two Marketplace time slots in the Pink Christmas schedule. Once the Pre-Show has begun, vendors are expected to close their booth. Vendors should be re-opened as soon as the general session ends, and the Marketplace reopens.

## **VENDOR / SPONSOR CONDITIONS OF CONTRACT**

- Calvary Assembly reserves the right to accept or reject any vendor or sponsorship applications at their discretion. Calvary is not required to provide a reason or explanation for either decision.
- Calvary Assembly reserves the right at any time to alter or remove promotional material or logos, if, in Calvary's opinion, their conduct or presentation is objectionable to Calvary's beliefs, mission, or vision.



- Calvary Assembly shall not be liable in damages and otherwise for failure to carry out the terms of this agreement in whole or in part where caused directly or indirectly by or in consequence of fire, storm, flood, rebellion, insurrection, riot, civil commotion, strike, or by any cause whatsoever beyond the control of Calvary whether similar to or dissimilar from the causes enumerated herein.
- Vendors and Sponsors are responsible to provide promotional materials and/or giveaway prizes outlined in this document by the listed deadlines. If the Vendor or Sponsor does not meet the deadline, they understand they risk forfeiting the form of advertisement listed. In the case that the deadline is missed and the advertising opportunity is thereby lost, Calvary will not be held responsible, and no discount or refund will be issued to the Vendor or Sponsor.
- Calvary agrees to provide the Vendor with a standard booth, including one 6' table, 2 chairs, and vendor area. The Vendor must obtain permission to receive any addition space or tables for their booth. The Vendor must bring their own extension cords (to access an outlet), if required. Calvary will provide 1 white tablecloth per table. The Vendor can bring their own tablecloth if they prefer a different colour.
- Space assigned to the Vendor may not be sublet or shared.
- The Vendor agrees to abide by all regulations and rules adopted by Calvary in the best interest of the event and agrees that Calvary shall have the final decision in adopting any rule or regulation deemed necessary prior to, during, and after the event.
- The Vendor will be liable for and will indemnify and hold harmless Calvary Assembly from any loss or damages whatsoever suffered by the Vendor as a result of any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, other Vendors, Calvary, the owner of the building and their perspective agents, servants and employees and members of the public attending the event, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with Vendor's occupancy of said space.
- Calvary reserves the right at any time to alter or remove Vendors or merchandise or any part thereof, including printed materials, product, sound, or video, and to expel the Vendor or their personnel if, in Calvary's opinion, their conduct or presentation is objectionable to Calvary or other event participants. Vendors and Sponsors must obtain advance approval from Calvary for any and all merchandise sold and / or prizes donated.
- The Vendor agrees to confine his presentation within the contracted space only, and within the maximum height set by the event Rules and Regulations. The exact location for each Vendor will be set at the discretion of Calvary.



- Goods must not be shipped to the event location without prior approval from Calvary. Calvary assumes no responsibility for loss or damage to goods before, during the period of the event, nor after its closing.
- The Vendor agrees to have their display assembled no later than one hour preceding the beginning of the event registration. No display may be dismantled during the course of the event but must remain intact until the end of the event. The Vendor agrees to remove the exhibit/merchandise no later than one hour after event dismissal.
- Calvary reserves the right to cancel this contract and to withhold possession of Vendor space if the Vendor fails to perform any material condition of this contract or refuses to abide by the Rules and Regulations, in which case the Vendor shall forfeit as liquidation damages all space rental payments made by them and any further occupancy of such space.

## **MEDIA SPECIFICATIONS AND DEADLINES**

### **WEBSITE OR SOCIAL MEDIA ACCOUNT:**

Due Date: Upon acceptance (no later than November 1, 2024).

### **LOGO:**

(please submit your logo with the following specs)

Acceptable File Type: png (no background).

Resolution / File Size: All files should be saved at 300 dpi.

Other Info: No bleed, and 1/2" safe area (no text) around all four edges.

Due Date: Upon acceptance (no later than November 1, 2024).

All info should be sent to: [christine.mann@mycalvary.life](mailto:christine.mann@mycalvary.life)