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Dear PortFest Sponsor,

We at HEARTS are very excited to have you join us as a valued partner at PortFest 2013!

PortFest will be a fun outdoor and indoor family festival to be held at Schreiber High School campus featuring local artists and musicians of all ages. The event will serve to celebrate, strengthen and promote the unique culture, arts and community of Port Washington while raising funds for music and arts programs in Port Washington Public Schools.

Attached is our *PortFest Sponsorship Application and Agreement* for your enrollment as a sponsor for the 2013 PortFest Music, Arts and Community Festival. Additional information about HEARTS and PortFest can be found on our website and on our *PortFest Sponsorship & Vendor Information* package.

Please note that available sponsor locations are limited so please be sure to submit your application and payment at your earliest available opportunity, certainly prior to the **April 11, 2013** final deadline.

We hope you will help us to spread word of your participation in this event to your customers, online and in the community. We will have PortFest flyers and posters for your use, and will provide them to you upon request.

We thank you in advance for your anticipated participation. PortFest is fully staffed by volunteers so 100% of all vendor fees go directly towards helping with production costs and to benefit school programs

If you have any questions or need further clarification, please feel free to visit our website, e-mail me or contact HEARTS' Development Chair Victor Germain at [victorgermain19@hotmail.com](mailto:victorgermain19@hotmail.com) at any time.

Best regards,

Damon Gersh, Founder  
HEARTS Port Washington  
Helping Enrich the Arts in Port Washington  
[heartspw@gmail.com](mailto:heartspw@gmail.com) | [www.heartspw.org](http://www.heartspw.org)



**PORTFEST SPONSOR ENROLLMENT & AGREEMENT**

Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2013 between HEARTS of Port Washington's PortFest Music, Art & Community Festival (hereinafter referred to as "PortFest") and \_\_\_\_\_ (hereinafter referred to as "Vendor").

**SPONSOR INFO:**

Business Name: \_\_\_\_\_  
Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Work Tel: \_\_\_\_\_ Mobile Tel: \_\_\_\_\_  
Email: \_\_\_\_\_ Web Site: \_\_\_\_\_

**EXHIBITION INFO:**

**Diamond, Platinum & Gold Partners (\$2,500+):**

<input type="checkbox"/> 15ft x 15ft Exhibition Area	<input type="checkbox"/> Tent Rental (15ft x 15ft.): <b>Included</b>
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**Platinum & Gold Sponsors (\$1,000-\$2,499):**

<input type="checkbox"/> 10ft x 10ft Exhibition Area	<input type="checkbox"/> Tent Rental (10ft x 10ft.): <b>\$100.00</b>
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**AGREEMENT:**

It is mutually agreed between the parties as follows:

- 1. Sponsor Name:** \_\_\_\_\_
- 2. Event Name and Place of Engagement:** PortFest 2013 @ Schreiber South Field, 1 Campus Drive, Port Washington, NY 11050
- 3. Date of Engagement:** Saturday, May 11, 2013 (Rain or Shine – No Refunds)
- 4. Hours of Engagement:** Between 11:00am - 5:00pm
- 5. Time of Arrival:** Unloading by 9:00am; Set-Up by 10:00am
- 6. Agreed Price:** \$ \_\_\_\_\_
- 7. Cancellations:** Must not be made by vendor less than **30 days** prior to the date of performance
- 8. Sponsor Areas:** PortFest will provide designated areas for sponsor exhibits.
- 9. Equipment:** PortFest shall provide a display table(s) for Sponsor use upon request. It is the Sponsors' responsibility to provide a tent, any necessary labor, materials, fixtures, supplies, extension cords, tarps, ropes, staple guns, tie wraps etc. that they may need to operate their exhibit. Sponsor is responsible for clean up of your area at the end of the festival.
- 10. Application & Deposit:** Application and **50% Deposit** of \$ \_\_\_\_\_ is due by **April 11, 2013.**
- 11. Full Payment:** Full & Final Payment of \$ \_\_\_\_\_ is due by **April 27, 2013**



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Please sign and return this form indicating your understanding of the application with payment. A minimum deposit of **50%** of your sponsorship level by the stated deadline will guarantee placement at the festival and in related marketing materials.

If Sponsor chooses to submit an early deposit, the remaining disbursement will be sent by no later than **April 27, 2013**. Sponsor further understand that their deposit will be sacrificed if they fail to contact the PortFest vendor representative and honor this contract by returning this application and payment by the established deadlines. PortFest reserves the right to make any changes to this agreement with proper advance written notification.

I, \_\_\_\_\_, have read this application attesting our establishment has made an advance payment of \$ \_\_\_\_\_. Remaining payment of \$ \_\_\_\_\_ is due by no later than **April 27, 2013**.

**Hold Harmless and Indemnity Clause:**

Sponsor, its officers, members and employees shall, through the signing of this document by an authorized party or agent, indemnify, hold harmless and defend HEARTS of Port Washington, PortFest, Port Washington Union Free School District and, the town of Port Washington and their agents and employees from all liability, judgments, suits, costs and actions, including attorneys' fees and all costs of litigation of every kind and description brought or rendered against said parties as a result of loss, damage, or injury to persons (including death) or property by reason of any act or failure to act by the Vendor, its officers, members, and employees.

Please make check payable to "**HEARTS PW**" or you can visit our website <http://www.heartspw.org/contribute.html> to place your order using a credit card. The event is 'rain or shine' so no refunds will be provided due to inclement weather. For more information or to discuss further options please contact HEARTS' Development Chair Victor Germain at (516) 661-0485 or [victorgermain19@hotmail.com](mailto:victorgermain19@hotmail.com)

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This constitutes the sole, complete and binding agreement between the parties hereto:

Victor Germain, Development Chair \_\_\_\_\_

*Name of Agent for PortFest*

\_\_\_\_\_  
*Signature of Agent for PortFest*

PO Box 1192 \_\_\_\_\_

*Address*

Port Washington, NY 11050-1192 \_\_\_\_\_

*City, State, Zip*

(516) 661-0485 \_\_\_\_\_

*Telephone Number*

(516) 279-5727 \_\_\_\_\_

*Fax Number*

\_\_\_\_\_  
*Name of Vendor*

\_\_\_\_\_  
*Signature of Agent for Vendor*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*City, State, Zip*

\_\_\_\_\_  
*Telephone Number*

\_\_\_\_\_  
*Fax Number*



**PortFest Music, Arts and Community Festival - 2013 Sponsorship Form**

- Diamond Presenting Partnership \$10,000**  
 ☆ Exclusive Diamond Partner benefit level includes (1) Exclusive primary event underwriting & signage (2) Exclusive performance stage 'headline' signage (4) Primary public recognition/announcement at PortFest (5) One full-page ad outside rear cover in PortFest programs, (6) Exclusive 'top-billing' featured recognition and logo on HEARTS' website for one year (7) Exclusive 'top-billing' featured recognition and logo placement in PortFest marketing materials (8) Exclusive 15' x 15' PortFest event priority placement display area including tent (9) Right of first refusal for Diamond Partnership for PortFest 2014
- Platinum Partnership \$ 5,000**  
 ☆ Platinum Partner benefit level includes (1) Exclusive performance stage underwriting with individual stage signage (2) Public recognition/announcement at PortFest (3) One full-page ad inside front or rear cover in PortFest programs, (4) Tier-2 'top billing' featured recognition and logo on HEARTS' website for one year (5) Featured recognition and logo placement in PortFest marketing materials (6) 15' x 15' PortFest event priority placement display area including tent (7) Right of first refusal for Platinum Partnership for PortFest 2014
- Gold Partnership \$ 2,500**  
 ☆ Gold Partner benefit level includes (1) Exclusive interactive art/music activity underwriting with exclusive individual signage (2) Public recognition/announcement at PortFest (3) One full-page ad with prime position in PortFest programs, (4) Featured recognition and logo on HEARTS' website for one year (5) Recognition and logo placement in PortFest marketing materials (6) one 15' x 15' PortFest event display area including tent (7) Right of first refusal for Gold Partnership for PortFest 2014
- Platinum Sponsorship \$ 1,500**  
 ☆ Platinum Sponsor benefit level includes (1) 10' x 10' PortFest event display area (optional) (2) One full-page ad with priority placement in PortFest programs, (3) Priority recognition and logo on HEARTS' website for one year (4) Recognition and logo placement in PortFest marketing materials. (Note: If a 10' x 10' tent is required there is an additional charge of \$100)
- Gold Sponsorship \$ 1,000**  
 ☆ Gold Sponsor benefit level includes (1) 10' x 10' PortFest event display area (optional) (2) One full-page ad in PortFest programs, (3) Recognition and logo on HEARTS' website for one year (4) Recognition and logo placement in PortFest marketing materials. (Note: If a 10' x 10' tent is required there is an additional charge of \$100)
- Participating Vendor \$ 500**  
 ☆ Participating Vendor benefit includes: (1) 10' x 10' PortFest event display & sales area. (2) One half (1/2) page ad with priority placement in PortFest programs, (3) Recognition on HEARTS' website (4) Recognition in PortFest marketing materials (Note: If a 10' x 10' tent is required there is an additional charge of \$100)
- Platinum Supporter \$ 500**  
 ☆ Platinum Supporter benefit level includes: (1) One half (1/2) page ad in PortFest programs, (2) Recognition on HEARTS' website (3) Recognition in PortFest marketing materials
- Gold Supporter \$ 250**  
 ☆ Gold Supporter benefit level includes (1) One quarter (1/4) page ad in PortFest programs, (2) Recognition on HEARTS' website (3) Recognition in PortFest marketing materials

**SPECIAL INSTRUCTIONS/REQUESTS:**

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