



Thank you for your interest in the Community Resource Fair held at the McMinn Senior Activity Center on October 19 from 11am-2pm. We're anticipating another excellent experience this year with even more visitors as the Center grows to include services to serve up to three generations and respond to a growing variety of needs for our older adults. The Community Resource Fair is the setting for older adults and their families to find out first-hand the services available to us as we age. We will have representatives from community resources, health, financial and legal assistance, long-term care, housing, travel, and more!

Booth space is limited, and we anticipate booths will fill quickly.

Exhibitors will be selected on a first/come first serve basis. Your prompt reply is strongly encouraged. The deadline for paid registration is October 15, 2024.

You may register as a vender (\$50) or as a Title Sponsor for this great event and reach even more potential clients and customers. All vendors will receive a table and two chairs for their booth. Titles Sponsors will receive one of ten reserved sponsorship booth spaces in a prime location (endcaps).

Please review the following rules and regulations:

1. Participation in the Community Resource Fair is for the purpose of information and education only and must be without sales goals or other agendas.
2. Having a sign-in sheet is not allowed. You may hand out business cards so that the visitors to the Fair may contact you in the future at their discretion.
3. Selling/solicitation of services at Resource Fair is not permitted.
4. You may hand out free promotional items at your booth.
5. All literature distributed must serve as an impartial resource for education only.
6. Prohibited items: pets, use of open flames such as candles, Sterno cans, etc., non-prepackaged food/snacks, religious or political promotion, use of tape on any walls, floor or ceiling.
- 7. All vendors must check-in with Center staff before you set up. Booths may be set up on Saturday, October 19 between 9am and 10:30am. Please be ready by 10:45am on Saturday, October 19, 2024. The Resource Fair will close at 2pm. PLEASE NO EARLY BREAKDOWN OF SITES.**
8. Electricity is extremely limited. Please note on application if you require access to an outlet. You must provide any extension cords needed.
9. Booth must be neat, and professional-this includes signage, display and storage of items. Space is to remain in the same manner of cleanliness at the end of the show as vendors found it prior to set up.

For questions regarding the Annual Resource Fair, please contact Diane Hutsell, 423-745-6830 or by email at [director@mcminnseniors.com](mailto:director@mcminnseniors.com).

To register, please return the enclosed form and the \$50.00 fee\* to:  
McMinn Senior Activity Center Expo  
PO Box 1005  
Athens, TN 37371

\*Please make checks payable to the McMinn Senior Activity Center. Call 423-745-6830 if you would like to pay by credit card. There is a \$5.00 service fee for credit cards. Please contact Diane if you would like to become a Title Sponsor.



\_\_\_\_\_ **YES!** I would like to be a Vendor for the 2024 Community Resource Fair. \$50

\_\_\_\_\_ **YES!** I would like to be a Title Sponsor for the 2024 Community Resource Fair. \$500. Please see below for more information.

To register, please return the enclosed form and fee\* to:

McMinn Senior Activity Center Resource Fair  
PO Box 1005 | Athens, TN 37371  
205 McMinn Ave | Athens, TN 37303

Please call 423-745-6830 to pay by credit card. There is a \$5.00 service fee for credit cards.

*Please print neatly.*

Business Name:	
Contact Name:	
Mailing Address:	
Phone:	Email:
Website:	

What screening/services will you provide (if any) on the day of the Community Resource Fair?

Will you be providing a door prize (\$25 value) and if you are, what will that door prize be?

Do you have any special needs (electricity, etc.)? A table and two chairs will be provided along with two lunch tickets.

Please call McMinn Senior Activity Center Executive Director Diane Hutsell at 423-745-6830 or email her at [director@mcminnseniors.com](mailto:director@mcminnseniors.com) for more information on becoming a Title Sponsor.

**Titles Sponsors will receive:**

- One of ten reserved sponsorship booth spaces in a prime location (endcaps)
- Corporate logo on all printed handouts at the Resource Fair
- Logo/link on pre-event materials
- Logo and link on MSAC website for one year as a Center Title Sponsor
- Coordinated mentions in all Resource Fair social media posts (pre and post)
- Logo on MSAC monthly newsletter/calendar of events for one year as a Center Title Sponsor
- Logo on MSAC brochure for one year as a Center Title Sponsor