



SterlingFest
PO Box 2754
Sterling, VA 20167
www.sterlingfoundation.org
click: sterlingfest link

REGISTRATION FORM -Event Oct 6, 2012 11:00 AM-5:00 PM

Please note that spaces are available on a first come first serve basis. Your payment must be received by September 3, 2012 to secure your 10' x 10' booth space. Please be aware that sponsorship opportunities are also available. For sponsorship information, please visit www.sterlingfoundation.org and click the SterlingFest link. If you have any questions concerning booths, please contact Willie West-Cell # 202-374-1772 or Jeanne West Cell # 703-505-6178 or email awestjwest@gmail.com. Mail your application with your check or money order payable to:

Mail to: SterlingFest
PO Box 2754
Sterling, VA 20167

CONFIRMATION LETTERS WILL BE MAILED BY SEPTEMBER 15, 2012.
Applications will be accepted thru September 3, 2012.
Request for specific booth spaces cannot be guaranteed.
Spaces will be assigned on a first come, first served basis.
Spaces are limited so please send your application in as early as possible.
Businesses with the same corporate name (i.e. Mary Kay, Longerberger Baskets) will be on a first come first served bases.
Only one of each direct marketing business will be allowed. The first Application/payment received will be the first accepted.
This is an indoor/outdoor event and will be held rain or shine Oct. 6 2012 (rain date Oct. 7)
No refunds will be given. A \$30 fee will be charged for checks with insufficient funds.

Please be reminded that all vendors are required to furnish their own tables
A table can be provided for an additional fee of \$5.00
(Cut here and return bottom portion)

Name to appear on program: Sterling Park Amateur Radio Club (SPARC)

Contact Name: Gordon Miller Home: 703 437 8287 Office: ( )

Street: 12315 Streamvale Cir City: Herndon State: VA Zip: 20170

E-Mail: gormil@aol.com Product Description: Amateur Radio Station

Vendor type please check only one: Business Vendor: \_\_\_ Business Food Vendor: \_\_\_ Fraternal Food Vendor: \_\_\_

Craft Vendor: \_\_\_ Non Profit Vendor: \_\_\_ Home Base Vendor: \_\_\_ (Yes an additional \$5.00 Table Fee is included \_\_\_)

Please fine your appropriate category and cost on the attached Registration Rate Sheet.

Description of product or service Non-Profit (not accepting money)

(FOR OFFICE USE ONLY)

DATE RECEIVED: \_\_\_ CK# \_\_\_ SPACE #: \_\_\_



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**October 6, 2012 11am - 5pm rain date October 7**

Dear Vendor,

Sterlingfest is an annual outdoor event that features entertainment, a variety of food from local vendors, business booths, handmade crafts, nonprofit organizations, and children's games. It is designed to promote community pride and to provide an annual family event for citizens residing in Sterling and the surrounding communities.

The event attracts approximately 8,000 people each year and offers local businesses a wonderful networking and marketing opportunity. It's a great place to meet people, display your services or products and to generate future contacts. It also gives you an occasion support and connect with our community .

This year's festival will be held on **Saturday, October 6, 2012 (rain date is October 7, 2012)** from 11am to 5pm. Both Enterprise and Commerce Streets will be closed off for the event. Please find enclosed a registration form and cost sheet. We encourage you to return your application as soon as possible as booths are assigned as the applications are received. You will receive a notification of acceptance to the event, a map and your booth assignment 2 weeks prior to SterlingFest. All festival proceeds go towards making our community a better place in which to live. This year's event will again support The Sterling Foundation as well as activities at the Sterling Community Center, and the Sterling Playmakers.

If you have any questions please contact us.

Thank You,  
Willie West and Jeanne West  
Co-Chair Sterlingfest Planning Committee  
Jeanne's Cell Phone: 703-505-6178  
Willie's Cell Phone: 202.374.1772  
Email: [awestjwest@gmail.com](mailto:awestjwest@gmail.com)





**Vendor Registration Rate Sheet**  
**Event to be held Oct 6, 2012 11:00 AM-5:00PM**

Please contact Willie or Jeanne West with any questions

Willie's Cell # 202-374-1772

Jeanne's Cell # 703-505-6178

Email – awestjwest@gmail.com

*Any registration form not received by August 15<sup>th</sup> will be assessed a \$30.00 late fee*

The registration cutoff date is September 3, 2012. The late fee is to encourage early registration to provide our staff time to process your application. Thank you for supporting SterlingFest 2012.

<b>Business Vendor</b>	<b>\$150.00 By Aug 15<sup>th</sup></b>
<i>Business Vendor late registration</i>	<i>\$180.00 After Aug 15<sup>th</sup></i>
<b>Business Food Vendor</b>	<b>\$150.00 By Aug 15<sup>th</sup></b>
<i>Business Food Vendor late registration</i>	<i>\$180.00 After Aug 15<sup>th</sup></i>
<b>Fraternal Food Vendor</b>	<b>\$120.00 By Aug 15<sup>th</sup></b>
<i>Fraternal Food Vendor late registration</i>	<i>\$150.00 After Aug 15<sup>th</sup></i>
<b>Craft Vendor</b>	<b>\$65.00 By Aug 15<sup>th</sup></b>
<i>Craft Vendor late registration</i>	<i>\$95.00 After Aug 15<sup>th</sup></i>
<b>Non-Profit (accepting donations, selling raffle tickets or political)</b>	<b>\$65.00 By Aug 15<sup>th</sup></b>
<i>Non-Profit late registration</i>	<i>\$95.00 After Aug 15<sup>th</sup></i>
<b>Non-Profit (not accepting money)</b>	<b>\$20.00 By Aug 15<sup>th</sup></b>
<i>Non-Profit late registration</i>	<i>\$50.00 After Aug 15<sup>th</sup></i>
<b>Home Based Vendor</b>	<b>\$90.00 By Aug 15<sup>th</sup></b>
<i>Home Based Vendor late registration</i>	<i>\$120.00 After Aug 15<sup>th</sup></i>