



2135 South Ammon Road, Ammon, Idaho 83406  
Ammon Days - Saturday, August 4, 2018 - 8:00 a.m. to 4:00 p.m.  
Phone: (208) 612-4000 - fax: (208) 612-4009 - web: [www.cityofammon.us](http://www.cityofammon.us)

April 5, 2018

**Dear Friend of Ammon,**

We hope that you will join us in sponsoring the 2018 Ammon Days. Ammon Days is a community event located in McCowin Park, 3000 Southwick Lane in Ammon. We hold the event each year to strengthen the connection between the residents, businesses, and those who keep the City running.

## Movie in the Park

Ammon's Movies in the Park will present a movie in McCowin Park on Friday, August 3, 2018, starting at 9:00 p.m. The movie this year will be, Jumanji – Welcome to the Jungle.

## Ammon Days

Ammon Days is a FREE community event where visitors enjoy a no-cost brunch and afternoon meal while participating in various activities, entertainment, and engaging with our business community. Your cash donation helps cover the cost of promoting and hosting the event. In-kind donations for raffle prizes, booths, and other needs are greatly appreciated. This is a great opportunity to promote your goods and/or services to the community. All sponsor ads are read by the DJ during the event.

### **Event Sponsor \$4,000**

- Includes recognition as a meal sponsor
- Your business logo included on all printed material and recognition in advertising
- Four (4) two minute ads at the event (sponsor submits information, which is read by the DJ)
- Your banner displayed on the stage at the event (see banner sizes below). Sponsor provides banner
- Commercial booth space included up to 10' X 20'

### **Level 3 Sponsor \$2,500**

- Your business logo included on all printed material and recognition in advertising
- Four (4) one minute ads at the event (sponsor submits information, which is read by the DJ)
- Your banner displayed at the event (see banner sizes below). Sponsor provides banner
- Commercial booth space included up to 10' X 20'

### **Level 2 Sponsor \$1,000**

- Your business logo included on all printed material and recognition in advertising
- Two (2) one minute ads at the event (sponsor submits information, which is read by the DJ)
- Your banner displayed at the event (see banner sizes below). Sponsor provides banner
- Commercial booth space included up to 10' X 10'

### **Level 1 Sponsor \$500**

- Your business logo included on all printed material and recognition in advertising
- One (1) one minute ad at the event (sponsor submits information, which is read by the DJ)
- Your banner displayed at the event (see banner sizes below). Sponsor provides banner
- Commercial booth space included up to 10' X 10'

### **Informational and Commercial Booths \$125**

- 10' X 10' booth space to share information or sell "approved" goods and services
- Booths will be mentioned by the DJ throughout the day at the event

### **Ping Pong Ball Drop Sponsorship \$30**

Your business would sponsor ping pong balls for prizes that can be picked up either at your business or at your booth if you have one.

- Up to 15 ping pong balls – The business will be given the ping pong balls to decorate and identify their business
- Each ping pong ball should have a prize included with it, and the prizes can range in value with one major prize
- This promotion will be mentioned during the morning prior to the drop. Each vendor will receive recognition of their sponsorship

### **Ammon Has Talent Sponsorship \$1,200**

This competition continues to grow. We will allow a half (1/2) sponsorship for those who may wish to share the sponsorship with another business.

- Your banner displayed on the stage at the event (see banner sizes below) - sponsor provides banner.
- Your business logo included on all printed material and recognition in advertising
- Two (2) two minute ads at the event (sponsor submits information, which is read by the DJ)
- Commercial booth space included up to 10' X 10'

### **Banner Sizes**

- Preferred Banner sizes are as follows: 3' X 6', 4' X 6', 3' X 8' or 4' X 8' – (sponsor provides banner). *Banners that are not the above size cannot be guaranteed placement on the stage, but will be displayed in the stage area.*

### **Deadline Information**

**The sponsorship deadline is Friday, June 15, 2018, so the City of Ammon can include your information in the advertising. To reflect your company name and logo on advertising material, please send an .eps, .jpg, .png, or .pdf file of your logo and sponsor level to [forrest@cityofammon.us](mailto:forrest@cityofammon.us). Deadline for company logos or artwork is Friday, June 22, 2018 by 5:00 p.m. submissions received after this date will NOT be included in the flyer.**

**The deadline for booth registration is July 20, 2018, so your business can be included on the vendor punch pass.**

Ammon Days flyers will be available for pickup on July 6, 2018 at the City Building for distribution at your business. If you prefer we will be happy to email you a PDF of the flyer so you can print it.

### **Booth Regulations:**

Because this is a family event, we ask that all booths have a family oriented game or form of entertainment.

- Businesses/Individuals will need to provide their own table and booth materials. We also recommend a tent or canopy for shade.
- Booths must be manned, kept clean and orderly at all times.
- Booths must be open between the hours of 9 a.m. and 4 p.m. Setup can begin as early as 7:30 a.m.; tear down will not be allowed prior to 4 p.m.
- Space assignments will be provided to you at check-in on the morning of the event. Please check-in at the check-in table located next to the gazebo. Booth payment must be received by the booth deadline. Ammon Days and the City of Ammon will not be responsible or liable for any damages or losses that may occur at the Ammon Days event.
- Electricity is not provided but generators will be allowed. Booths using generators will need to provide their own and must notify April Forrest no later than July 20, 2018 for placement.
- There will be no parking allowed within the vendor booth area. Vehicles integral to your booth must be approved in advance and must be representative of your business. If approved, a booth space will be assigned for the vehicle. No vehicles will be allowed to enter after the 9:00AM setup deadline, and all remaining vehicles will be asked to exit by law enforcement. Any vendor arriving and setting up after the 9:00AM deadline will be required to transport any needed items by hand. No vehicles will be allowed to exit the grounds prior to 4:15PM on the day of the event. Safety is of utmost concern on this issue.
- Merchandise sales are allowed although sale of food products are not.

**For more information and correspondence, please contact: April Forrest, Ammon Days Booth Coordinator, at (208) 612-4016 or email [forrest@cityofammon.us](mailto:forrest@cityofammon.us).**



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## Donation and Booth Registration Form

### Booth registration must be received by July 20, 2018

Company/Individual Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Person to contact: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail: \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_

(Booth \$125, Event Sponsor \$4,000, Level 3 Sponsor \$2,500, Level 2 Sponsor \$1,000, Level 1 Sponsor \$500)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Optional – Raffle Prize** – Minimum value of \$25.00 please describe: \_\_\_\_\_

Raffle prizes would be greatly appreciated and will be given away at the end of the event. Please make sure you provide your company information along with your prize! Names are drawn from entries submitted to the Ammon City Booth on validated vendor punch passes. Please make sure your raffle prize donations are delivered to the City of Ammon office no later than Friday July 27, 2018! Any donation is greatly appreciated!

Please sign and return this registration form as soon as possible. Your signature on this form acknowledges your acceptance of the terms of this agreement. Please make a copy for your records.

Donations, registration forms, raffle prizes, and banners should be mailed or delivered to:

City of Ammon  
Attn: April Forrest  
2135 S Ammon Rd  
Ammon, ID 83406  
Phone: (208) 612-4016  
E-mail: [afortrest@cityofammon.us](mailto:afortrest@cityofammon.us)

- Checks should be made payable to the City of Ammon. There will be no refunds made on Ammon Days registrations after July 20, 2018. The preferred Banner sizes are as follows: 3' X 6', 4' X 6', 3' X 8' or 4' X 8' – (sponsor provides banner). Banners that are not the above size cannot be guaranteed placement on the stage, but will be displayed in the stage area.

**Thank you for your participation and we look forward to another wonderful event!!**

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