

# 5k for ABILITIES

*Moving disability employment forward*

## VENDOR GUIDELINES & APPLICATION

Thank you for your interest in participating in 5K for Abilities on Saturday May 18, 2019 in Auburn, Washington. A limited number of 10' x 10' vendor booth spaces are available. The intent is to educate and raise awareness by offering state agencies, non-profit organizations and commercial entities the opportunity to provide disability, employment and/or health related information to 5K participants. Completing an application does not guarantee space.

### FOR CONSIDERATION

- Exhibitors/vendors must correlate with values and mission of the event (resources and/or services pertaining to disability, employment, and/or health/wellness).
- Exhibitors/vendors will not be permitted to sell items or solicit funds at this event.

### SELECTION PROCESS

Vendors must agree to the guidelines and submit an application no later than May 3rd, 2019. The event committee has sole discretion as to which vendors will be invited to participate. Space is assigned by the event coordinator, Andrea Corey. No extension of space is permitted unless agreed to prior to deadline.

### VENDOR GUIDELINES

- Exhibitors/vendors must supply their own equipment (canopy tent, table, chairs, etc).
- Electricity outlets and wireless internet will not be available.
- There is no fee for state agencies or non-profit organizations. For-profit businesses will be charged \$100 per booth space, payment due by May 10th, 2019.
- Exhibitor/vendor agrees to stay throughout the entire event.

The 5K for Abilities event is 8:00am – 11:00am on May 18, 2018 at Roegner Park (601 Oravetz Rd SE, Auburn, WA 98092). Exhibitor/vendor set-up starts at 7:00am and must be complete by 7:45am. All participants will have a specific location pre-assigned to them by the event coordinator and must set up in the space assigned. Tear down begins at 11:00am. All booth areas must be cleared of all materials, trash and debris no later than 12:00pm. Neither Skills Inc. or the city of Auburn is responsible of any lost, damaged, or theft of property.

For additional info contact Andrea Corey: 206.782.6000 x126 or [andrea@skillsinc.com](mailto:andrea@skillsinc.com).

### VENDOR APPLICATION

**Applications must be received by Friday, May 3rd, 2019.**  
*Completing an application does not guarantee space.*

Organization: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

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

City: \_\_\_\_\_

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

What type of services, resources, information will you provide?

\_\_\_\_\_  
\_\_\_\_\_

Will you be giving away promotional items?  Y  N

If yes, please describe: \_\_\_\_\_

**I have read and agree to the above guidelines:**

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

Email form to [andrea@skillsinc.com](mailto:andrea@skillsinc.com) or mail to:



Skills Inc., attn. Andrea Corey  
715 30th Street NE  
Auburn, WA 98002