

**Event Contact:**

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**2018 JGI SWELL Fair Annual  
(Safety, Health, Wellness, & Sustainability)  
Vendor Application & Guidelines**

**Date of Event**

Wednesday, May 30, 2018  
12:00pm – 2:00pm

**Set Up Time**

10:00am – 12:00pm

**Tear Down Time**

2:00pm- 3:00pm



**Location**

**DOE Joint Genome Institute**  
2800 Mitchell Drive  
Courtyard  
Walnut Creek, CA 94598

**Application Deadline:**

April 27, 2018

**DESIRED VENDORS**

Hospitals/Clinics  
Fitness Instructors  
Gyms/Fitness  
Reflexology  
Organic Products

Massage Therapy  
Nutritionists  
Personal Trainers  
Dance Instructors  
Eco-Friendly Products

Holistic Healers  
Sustainable Gardening  
Healthy Food

**VENDOR CONTACT INFORMATION**

**BOOTH/SPACE PREFERENCE**

Booth Name

Booth Description (how it relates to Fair mission)

Contact Name(s)

Email

Phone

Every preference noted is handled on a first come, first served basis.

- JGI will provide one 6-ft table and two chairs.
- JGI has limited canopies. Participants will need to supply their own canopy.  
\_\_\_\_\_ I will bring my own canopy.
- Facilities (limited access to electricity and water). Indicate here if you will need  
\_\_\_\_\_ Electricity \_\_\_\_\_ Water

Please initial on the lines to indicate that you understand the terms outlined.

\_\_\_\_\_ I understand that I will have to provide my own professional tablecloth.

\_\_\_\_\_ I understand that I am responsible for providing a prize item valued at a minimum \$10 for the Fair raffle.

\_\_\_\_\_ I understand that in accordance with the Berkeley Lab policy, I may collect information from visitors and may showcase products, but I am not permitted to sell products onsite.

**SPONSORSHIP OPPORTUNITIES**

Interested in sponsoring the fair (check all that apply):

\_\_\_\_\_ Snack/Appetizer

\_\_\_\_\_ Dessert

\_\_\_\_\_ Lunch

\_\_\_\_\_ Beverage  
(non-alcoholic)

\_\_\_\_\_ Raffle Ticket Winner Prize