



da Vinci Days

Corvallis Oregon's three day festival
celebrating art, science, & technology

Green Town Exhibitor Guidelines

Green Town is a da Vinci Days festival venue showcasing innovative businesses and organizations that are incorporating sustainability into their products, services, or practices. We are looking for highly interactive and innovative exhibits that inform and educate attendees about how they can reduce the impact of their lifestyle choices. This year, Green Town will strive to focus attention on the social aspects of sustainability in addition to environmental issues. Also, to increase educational opportunities for Festival attendees, Green Town will be adding a pavilion for presentations on related sustainability topics.

Green Town has limited capacity so please reply promptly. Application and exhibitor fees are due no later than **April 1, 2008**.

da Vinci Days Market Audience

- da Vinci Days attendance is 20,000-25,000.
- Events draw audiences for a human-powered kinetic sculpture race, geocaching, electric car race, robot wars, the daVinci Film Festival winners, music, a keynote speaker, and art, science, and technology activities.
- Corvallis is home to Oregon State University whose world-class research has \$209 million in annual funding.
- Corvallis has the highest per capita education level in the US.
- Attendees are tech-savvy, outdoorsy professionals and their families.

Green Town Exhibitor Fee & Hours

Green Town exhibitor fee is \$350 for for-profit businesses, and \$25 for non-profit organizations. Green Town is open Friday, Saturday, and Sunday, July 18-20, 2008. Hours are Friday: 5:00 pm to 8:00 pm, Saturday: 10:00 am – 5:00 pm, and Sunday: noon – 5:00 pm.

Exhibit Setup/Power/Internet Connection

Exhibitors may set up their booths on Friday, 11:00 am – 3:00 pm or Saturday morning between 8:00 and 9:30 am. The OSU Lower Campus opens at 5:00 pm on Friday, July 18. Power is limited and all self-generated power must be approved by OSU Facilities prior to June 15, 2008. Booths requiring electricity will be situated within 50 feet of power outlets. If your booth requires power, please make sure you bring extension cords for your equipment. All extension cords must be grounded (3-prong, UL-approved). Green Town is expected to have wireless internet capability in most locations to be confirmed in May.

Exhibitor Signage and Recognition

Exhibitors are responsible for providing signs to identify your exhibit and company/organization. The Festival will post a centrally located event sign that lists all participating exhibitors. We value the vital contributions of our exhibitors to the programming of our Festival. Our exhibitors will be highlighted in the Official Festival Guide, distributed throughout the community and to all attendees.

Exhibitors' Admission Bracelets

Each Green Town exhibitor booth is entitled to two (2) weekend admission bracelets, and four (4) one-day bracelets for Saturday and Sunday volunteer shifts.

Security

During the Festival, da Vinci Days provides 24-hour security patrolling the Festival grounds. Reasonable discretion has been enough to prevent any problems in the past. However, you should be aware that the Festival cannot take responsibility for any loss or property damage. We encourage Exhibitors to remove valuable equipment from their booths overnight. Please contact us if you have any concerns or want to make special arrangements.

Green Town Coordinator: Scott Dybvad, 738-0158, scott_dybvad@yahoo.com



**20th Annual Festival: Flights of Fancy
July 18-20, 2008**

Green Town Exhibitor Application

Green Town is a da Vinci Days festival venue showcasing innovative businesses and organizations that are incorporating sustainability into their products, services, or practices. We are looking for highly interactive and innovative exhibits that inform and educate attendees about how they can reduce the impact of their lifestyle choices. This year, Green Town will strive to focus attention on the social aspects of sustainability in addition to environmental issues. Also, to increase educational opportunities for Festival attendees, Green Town will be adding a pavilion for presentations on related sustainability topics.

Green Town has limited capacity so please reply promptly. Application and exhibitor fees are due no later than **April 1, 2008**.

A. CONTACT INFORMATION

Organization: _____	Phone: _____
Contact: _____	Are you a Non-profit? Yes <input type="checkbox"/> No <input type="checkbox"/>
Address: _____ _____	Website: _____
Email: _____	<input type="checkbox"/> Prefer to correspond via email

B. EXHIBIT DESCRIPTION: Briefly describe your exhibit.

Exhibit title: _____
Provide an 8-10 word description for promotions and the web: _____

C. PRESENTATION (optional): Green Town will provide a pavilion for presentations on the social, environmental, and economic aspects of sustainability. If your organization is interested in presenting, please provide a short description below. Please note that there are a limited number of presentation slots (15-30 minutes) available.

Presentation title and 8 word description: _____
_____ Presentation length (minutes):

D. EXHIBITOR SPACE: All exhibitor spaces are located on a sunny, grassy lawn. They are approximately 10ft x 10ft in size. Canopies are recommended, particularly for shade. Should your exhibit require a larger booth size, please clarify your additional space needs. If a larger space is required, additional fees will be assessed.

<p>Booth Size</p> <p>_____ 10ft x10ft @ \$350 for-profit</p> <p>_____ 10ft x10ft @ \$25 non-profit</p>	<p>*Specify need for larger space</p> <p>Total exhibitor fee: _____</p>
---	---

E. CANOPIES, FURNITURE, AND ELECTRICITY: You are encouraged to provide your own canopy, table, and chairs. Rentals are available at the rates listed below. Limited electrical power and internet access are available at no additional cost. Please indicate your rental needs below.

Tables	Chairs	Canopy	Electricity/Internet
<input type="checkbox"/> 8ft table \$10 <input type="checkbox"/> No table Total fee: _____	<input type="checkbox"/> 1 chair \$3 <input type="checkbox"/> 2 chairs \$5 <input type="checkbox"/> No chairs Total fee: _____	<input type="checkbox"/> 10 x 10 canopy \$110 <input type="checkbox"/> Canopy walls \$10 / wall <input type="checkbox"/> No canopy Total fee: _____	<input type="checkbox"/> Electricity (120v outlet) <input type="checkbox"/> No electricity <input type="checkbox"/> Wireless Internet
			Total rental fee: _____

F. HOURS AND SECURITY: Green Town will be located on the southwestern corner of the OSU Lower Campus festival area in a 'town square' format. Green Town hours are Friday 5:00 pm – 8:00 pm, Saturday 10:00 am – 5:00 pm and Sunday noon – 5:00 pm (July 18-20). All supplies should be stored out of sight or removed from the booth on Friday and Saturday evening.

G. PROOF OF INSURANCE AND LIABILITY WAIVER: Organizations are required to provide a Certificate of Insurance for general liability coverage with minimum limits of \$500,000, showing da Vinci Days, Inc. as an additional insured. By my submission of this application I agree to assume ALL risk during my participation in da Vinci Days, July 18-20, 2008. I release, agree to indemnify, and forever hold harmless da Vinci Days, Inc., its agents, officers, employees, and volunteers from any actions, suits, damages, claims, third-party claims or judgments of any kind that may result from property loss, damage or personal injury sustained by me or anyone else as a result of negligence during my participation in da Vinci Days.

H. BOOTH STAFFING: Each Green Town exhibitor booth is entitled to two (2) weekend festival admissions, and four (4) one-day bracelets for Saturday and Sunday volunteer shifts.

I. CONFIRMATION: We will confirm acceptance of your application no later than May 1, 2008.

J. QUESTIONS: Contact Green Town Coordinator: Scott Dybvad, 738-0158, scott_dybvad@yahoo.com

Please print and return your application and booth fee by **April 1, 2008** to:
 da Vinci Days
 568 SW Third Street
 Corvallis, OR 97333
 (541) 757-6363