



THE CITY OF **COOPER CITY** BROWARD COUNTY, FLORIDA

Someplace Special

P.O. BOX 290910
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Cooper City, Florida 33329-0910
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www.coopercityfl.org

Greg Ross, Mayor
John Sims, Commissioner
Lisa Mallozzi, Commissioner
James C. Curran, Commissioner
Jeff Green, Commissioner
Bruce D. Loucks, City Manager

COOPER CITY SENIOR LIFESTYLE EXPO 2017

The City of Cooper City is hosting our annual **Senior Lifestyle Expo** on Saturday, January 14, 2017 from 9:00 a.m. to 12:00 p.m. Due to the huge success, this year's event will take place at a new location and will be at Cooper City High School, 9401 Stirling Road. This event is designed to showcase City services and activity programs, as well as provide valuable information, resources, and products that add to the lifestyles of our area seniors. The admission to the Expo is free with complimentary refreshments provided to attendees.

We are currently seeking area organizations and businesses to participate as vendors for the event. We will provide each vendor a six (6) foot table and two (2) chairs where information regarding your organization or business can be displayed. If you are interested in participating in this year's event as a vendor, please see the attached Cooper City Senior Lifestyle Expo 2017 Vendor Information and Application. Our goal is to offer a variety of services and programs for display to the public. As a result, applications accepted will be on a first come, first serve basis and will be limited in an effort to avoid duplication of services/programs offered.

If you should require any additional information or if you have any questions or concerns, please contact the Cooper City Recreation Department at 954.434.4300, #233 and a member of the Senior Expo Lifestyle Planning Committee will contact you.

We look forward to working with you to create a successful event!

Sincerely,

*Cooper City Recreation Department
Senior Expo Lifestyle Planning Committee*



City of Cooper City

SENIOR LIFESTYLE EXPO 2017

Saturday, January 14, 2017

VENDOR INFORMATION

- EVENT:** A showcase of adult activity programs, resources, products and services for seniors.
- DATE:** Saturday, January 14, 2017
- TIME:** 9:00 a.m. – 12:00 p.m.
- LOCATION:** Cooper City High School, 9401 Stirling Road, Cooper City, FL 33328.
- FEE:** Profit Vendor: \$50.00 (plus \$3.00 tax).
Non-Profit Vendor: \$25.00 (plus tax \$1.50 tax).
Fee includes one 6' table and 2 chairs. Fee will be collected after exhibitor is confirmed. If tax exempt, must bring copy of tax exempt certification. If non-profit, must bring a copy of 501 (c) paperwork.
- Applications will be accepted November 21, 2016 through December 8, 2016.
 - Selected exhibitors will receive a confirmation by December 9, 2016.
 - Payment will be due no later than December 28, 2016 once confirmation is acknowledged and accepted.

RECEIPT OF APPLICATION DOES NOT GUARANTEE A SPACE.

VENDOR RULES AND REGULATIONS, TERMS AND CONDITIONS

- Each vendor space will be provided one 6' table and two chairs.
- All vendor activity must be confined to the allotted vendor space.
- Each vendor is responsible for his/her booth, which must be manned at all times.
- Vendors may begin setting up at 7:00 a.m. and **MUST** be completed by 8:45 a.m.
- Vendors may not begin to break down until the event ends at 12:00 p.m.
- Food items and beverages cannot be sold or given away by a non-food approved vendor.
- The sale, use or possession of alcohol is not allowed.
- No subletting of vendor space.
- Rules are subject to change.
- Vendor spaces will be assigned by the Cooper City Recreation Department.

RETURN APPLICATION TO:

Cooper City Recreation Department
Attn: Senior Lifestyle Expo 2016
P.O. Box 290910, Cooper City, Florida 33329 **OR**
Drop off form to the Cooper City Community Center

For additional information, please contact the Cooper City Recreation at 954.434.4300 #233.



City of Cooper City

SENIOR LIFESTYLE EXPO 2017

Saturday, January 14, 2017

SENIOR LIFESTYLE EXPO 2017 VENDOR APPLICATION

____ FOR PROFIT (\$50.00 plus tax \$3.00) ____ NON PROFIT (\$25.00 plus tax \$1.50)

VENDOR NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ ZIP: _____

PHONE: (____) _____ EMAIL: _____

DESCRIPTION OF ITEMS TO BE DISPLAYED:

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Release and Waiver

Please sign and date

In consideration of accepting this Cooper City Senior Lifestyle Expo 2016 Vendor Application, I, the undersigned, individually and /or on behalf of my organization or business do hereby agree to hold harmless the City of Cooper City, its trustees, elected and appointed officials, agents, servants, and employees from and against any and all claims, demands causes of action whatsoever, kind and for any resulting judgments, losses, costs, damages, liability, expenses and attorney's fees arising out of, occurring during or relating to the undersigned's participation in the Cooper City Senior Lifestyle Expo 2016 at the Cooper City Community Center. I acknowledge that I have read the above and that I fully understand that I am giving up valuable legal rights by executing this release.

Vendor Organization/Business Name: _____

Contact Name (Please Print): _____

Contact Signature: _____

Date: _____

Please return with Vendor Application



City of Cooper City

SENIOR LIFESTYLE EXPO 2017

Saturday, January 14, 2017

Organization/Business Name: _____

Contact Person: _____

_____ I will need electricity (available on a limited basis)

_____ I have special needs (please list)

_____ I would like to give a free seminar / demonstration

Seminar / Demonstration are on a first come / first serve basis

Seminar / Demonstration is not to exceed 12 minutes

Seminar Topic to be discussed:

Demonstration description:

_____ I would like to donate an item for the FREE Door Prizes

Item to be donated:

Additional Information: _____

APPLICATION DEADLINE IS FRIDAY, DECEMBER 8, 2016

RETURN APPLICATION TO:

Cooper City Recreation Department

Attn: Senior Lifestyle Expo

P.O. Box 290910

Cooper City, Florida 33328 **OR**

Drop off at the Cooper City Community Center

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