



Welcome to the upcoming

National Gymnastics Day Rockin' Block Party

Vendor Booth Guide

[Goodie Bags, Timelines, and set up/clean up details]



Saturday, September 16, 2023

We are so excited to have you and your business/non-profit attending our very special day of celebrations! We will have events going on inside and out both gyms and across the parking lot between the two gyms. Here is the details and what we need to pick up by Thursday this week or you can drop it off in gym #1 office if you'd like.

Goodie Bags promo items needed by 9/12:

CCG will be putting together 250 goodie bags, these will be given to every child who attends. We would like to add your businesses flyers, coupons, and hopefully a promotional item attached to that items. This is a great way to promote your business simply at the NGD event. We are stuffing goodie bags on Wednesday night, so we'd need your items by 5:00 pm on Tuesday, Sept. 12. Please confirm whether you want us to pick them up or you will drop them off at CCG.

Ideas you can use: create a coupon and attached a piece of sidewalk chalk, pencil, or other small item. You might have a promotional item that has your business name on it we can add that with a flyer or coupon.

NGD Bingo Cards all participants will be doing:

Every child will have our NGD Bingo Card, we ask them to visit all the booths, vendors, and get it signed off at each spot. This way we know they came by and saw your booth. Then they can turn it in before they leave for a Goodie Bag full of super cool items from all the vendors, CCG will also be putting in some goodies and discount coupons in the goodie bags.

Set up on Saturday 9/16:

You are welcome to come to begin your booth set up at 10:00 am. The event starts at 1:00 pm, people will be showing up early for check-in, so we'd like you to be ready to go by 12:00 pm. We will have 12x12 spaces chalked out for each booth. We can have a table and 2 chairs for you if you need them, please confirm by email if you need these items by Friday, 9/15 [We will be setting up on Saturday morning]. We do have a limited amount. Tables are 6 ft. x 3 ft. hard plastic and two white folding chairs, we can also cover your table with plastic RED or BLUE table cloths, please let us know in advance. You are welcome to bring your own pop up tent, signs, table cloths, promotional items and more to share.

Event times and clean up on Saturday 9/16:

The NGD Event will run from 1:00-4:00 pm. We will begin break down and clean up sharply at 4:00 pm. Please do not begin tearing down till we announce the event is over at 4:00 pm. We will have staff and volunteers to help us clean up if you need assistance. We want to make sure all attendees are gone so it's safe for all as we clean up.

We'd like to thank you in advance!

We would like to take this time to thank you for participating in our NGD event and Rockin' Block Party. With all of us working together, we have been able to create a super fun & FREE event for our community and the children that live here! We could not do this without your amazing support! We are attaching the event schedule too. Press releases are going out next week and advertising is starting.

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