



VENDOR OPPORTUNITIES



LEARN MORE



Being a vendor at one of our events means being an integral part of creating a vibrant and engaging experience for attendees. As a local business, you have the opportunity to showcase your products or services through a dedicated table or booth, adding value to our special occasions. It's a chance to connect directly with our community, share your offerings, and contribute to the overall atmosphere of celebration and excitement



Egg Hunt

Date:	Saturday, March 23
Time:	10 AM
Location:	Proksa Park
Estimated Attendance:	2,000
Ages:	2-9
Vendor Fee:	\$50

Community members join us for our annual egg hunt. During this highly attended event, families throughout the community bring their kids to see who can get the most eggs. With plenty of photo ops with the bunny, it's a fun Berwyn tradition.

Filled Easter Eggs also make a great in-kind donation for this event!



Spooktacular Trick-or-Treat

Date:	October 13
Location:	Proksa Park
Estimated Attendance:	1,000
Ages:	All Ages
Vendor Fee:	\$25 (free for non-profits)

Families join us in the park to trick-or-treat with community vendors, pick up fun treats, and score a free pumpkin at the pumpkin patch. We provide entertainment such as bounce houses and caramel apples. We ask that vendors bring candy or Halloween-themed gifts to hand out to children

In-Kind Donations of candy, pumpkins, and activities are also greatly appreciated!

SPECIAL EVENTS



Fiesta de Verano

Date: June 22
Location: Proksa Park
Estimated Attendance: 1,000
Ages: All Ages
Food Vendor Fee: \$100
Non-Food Vendor Fee:* \$35/booth

Immerse yourself in the vibrant colors, irresistible rhythms, and mouthwatering flavors of summer as we come together for an unforgettable fiesta. From delicious food to lively music and exciting activities, there's something for everyone to enjoy. Let's kick off summer in style and make memories that will last a lifetime!

In-Kind Sponsorship Opportunities: sugar skulls, giveaways, treats, activities, snacks



Berwyn Brewfest

Date: September 14
Location: Proksa Park
Estimated Attendance: 400
Ages: 21+
Food Vendor Fee: \$100
Non-Food Vendor: \$50

Berwyn Brewfest, is where beer enthusiasts gather for a day of craft brews, live music, and community. Showcase your unique offerings to a diverse crowd of beer lovers and foodies alike. Berwyn Brewfest is the perfect platform to connect with eager attendees and elevate your brand.

In-Kind Sponsorship Opportunities: plaques, food, giveaways, sodas/water, entertainment

VENDOR OPPORTUNITIES FOR SPECIAL EVENTS



Back to School Picnic

Date:	August 18
Location:	Proksa Park
Estimated Attendance:	3,000
Ages:	Grade School
Vendor Fee:	\$50 (free for non-profits)

Berwyn South School District 100, The Berwyn Park District and The PAV YMCA work hard each year to provide education, recreation, health and wellness and improve the lives of the Berwyn Community.

In-Kind Sponsorship Opportunities: entertainment, treats, giveaways, school supplies and more!



Movies in the Park

Date:	June, July and August
Location:	Proksa Park
Estimated Attendance:	200
Ages:	All Ages
Vendor Fee:	\$35/movie

We host a family-friendly movie in the park! Community members bring seating and refreshments to enjoy a film with the whole family.

In-Kind Sponsorship Opportunities: giveaway or refreshments to pass out

VENDOR OPPORTUNITIES FOR SPECIAL EVENTS



Concerts in the Park

Date: June, July and August
Location: Proksa Park
Estimated Attendance: 200
Ages: All Ages
Vendor Fee: \$35/concert

Participants are invited to ROCK out the summer with us and enjoy the sweet sounds of summer in the most beautiful park in Berwyn. We provide the band, and they bring chairs and blankets.

In-Kind Sponsorship Opportunities: giveaway or refreshments to pass out



BECOME A PREFERRED VENDOR

✓ HOW IT WORKS

The Berwyn Park District has revamped our Rental Packages and we're looking for local businesses to add to a preferred vendor list. This list would include businesses that provide services to rentals such as catering, djs, bartending, bounce houses, etc.

The list of preferred vendors will be provided to everyone who registers for a rental at the Berwyn Park District, and will be available on the Rentals page of our website. These rentals include the Proksa Park Multipurpose Room, Liberty Cultural Center, Athletic Rentals, and rentals of our Picnic Groves.



PLEASE COMPLETE ALL OF THE INFORMATION WHERE APPLICABLE

Table and any other items for set-up will be provided by you and staff will be on-site to designate a 10's10' space for you. Please submit this form at least a month before the program or event that you are sponsoring.

Part 1: MAIN CONTACT

Business/Sponsor Name: _____		Name of Business Representative: _____	
Business Phone: _____		E-Mail: _____	
Mailing Address: _____			
City: _____	Zip Code: _____	On-Site Contact Name: _____	
		On-Site Contact Phone: _____	

Part 3: SPONSORSHIP LEVELS

Name of Program/Event	Price
Total:	

Part 4: PAYMENT INFORMATION

Cash
 Check
 Credit Card (in person)

Amount paid: _____
 Billing Address: _____
 City: _____
 Zip Code: _____

Part 4: READ AND SIGN WAIVER

Refund/Cancellation Policy
 If the program or event you have registered for gets canceled and you have already paid the sponsorship fee, the Berwyn Park District will work with you to transfer your sponsorship to another program or provide you with a refund.

Submit Your Application
 Submit the completed application, fee payment and all supporting paperwork via mail to 3701 S. Scoville Ave. Berwyn IL 60402, in person at The Proksa Park Activity Center, and/or documents can be emailed to bnepomuck@berwynparks.org. Applications will be reviewed in the order they are received by the Berwyn Park District.

Submission of Marketing Materials
 Send your logos, ads and more to bnepomuck@berwynparks.org at least a month before the event to ensure that your brand will be included on Marketing Materials for the event. The sooner you send them, the more traction and visibility you will receive.

What's Provided
 All options included in the sponsorship level that you've selected will be included. If tabling, The Berwyn Park District will not be providing electricity, tables, chairs, tents or signage. It is the responsibility of the sponsor to set-up/tear down their items and make sure that nothing is left on park district property following the event or program. The vendor will have a 10'x10' space available to them, with the location specified by The Berwyn Park District

Waiver and Release of all Claims and Assumption of Risk
 Kindly read through this document with utmost attention and take note that by applying and partaking in this program/activity, you are explicitly assuming the risk and legal liability, and forfeiting all claims for injuries, damages, or loss that you or those in your company might incur while participating in any and all activities associated with this program/activity (including transportation services and vehicle operations, if applicable). I acknowledge and realize that there are certain hazards of physical injury involved in this program/activity, and I voluntarily consent to assume the complete risk of any injuries, damages, or loss, irrespective of severity, that I/my business may suffer as a result of such participation.

STAFF USE ONLY

Reg. By: _____

Reg. Date: _____

Signature _____ Date _____