



December 8, 2009

Dear Vendor:

You are cordially invited to participate in the Capital City Marathon's exposition event, **RUN FEST 2010!** Don't miss this opportunity to share your product or service with runners from all over the world. With the Capital City Marathon taking place Sunday, May 16, **RUN FEST** will be held Saturday, May 15 from noon until 5:00 p.m., and Sunday, May 16 from 9:00 a.m. until 1:00 p.m. at Sylvester Park in Olympia, Washington.

Most marathon participants will come to **RUN FEST** to register for the race and pick up their information packets on Saturday. Runners and spectators will crowd the park Sunday for finish line activities, food and awards ceremonies. Running events include a full marathon, half marathon, five mile run, and kids' run. We expect approximately 6,000 people to be in attendance throughout this two-day event, whether they are event participants, running enthusiasts or community members looking for excellent music and ice cream in the park.

We invite you to display information about your organization or business, or sell products and services. Vendors are encouraged to dispense complimentary promotional items and/or conduct hands-on activities. This provides added attraction and makes the event more enjoyable.

The vendor fee is \$165 for one day (either Saturday or Sunday) or \$280 for both days, plus equipment rental fees if needed. Your 12'X12' space will be reserved upon receipt of the signed Vendor Application Form and event contract, and the appropriate fee. Display tents (maximum 10'X10') are required for this event. Should you be unable to provide your own display tent, table and/or chairs, they may be rented through the Capital City Marathon Association. Please refer to the event contract for further information about equipment rental and fees.

Space is limited! Please return the enclosed Vendor Application Form (contract on back) with the appropriate fee no later than April 30, 2010 to:

Jennifer Burbidge  
Capital City Marathon Association  
9512 – 165<sup>th</sup> St. Ct. E  
Puyallup WA 98375

Checks may be payable to the Capital City Marathon Association. Upon receipt of your Vendor Application Form, contract and fee(s), additional information will be sent to you including a site map and event schedule. The Vendor Application Fee is non-refundable after May 5, 2010.

If you are interested in being a corporate sponsor, please call me immediately to discuss this opportunity. Your company could receive valuable exposure on event registration forms, website, posters and media releases. For more information on **RUN FEST 2010**, please email [jenburb@hotmail.com](mailto:jenburb@hotmail.com) or call 360.770.4193. For more information on the Capital City Marathon, please visit [www.capitalcitymarathon.org](http://www.capitalcitymarathon.org). We look forward to working with you!

Sincerely,

Jennifer Burbidge  
Run Fest Co-Coordinator  
Capital City Marathon Association

Allie Mason  
Run Fest Co-Coordinator  
Capital City Marathon Association