# Welcome To The Annual Juneteenth Festival of Broadview June 16, 17 & 18, 2023

Dear Friend,

On June 19, 1865, Union Major General Gordon Granger issued this military order in Galveston, Texas, freeing slaves.

**GENERAL ORDERS, NO. 3**

**"THE PEOPLE OF TEXAS ARE INFORMED THAT, IN ACCORDANCE WITH A PROCLAMINATION FROM THE EXECUTIVE OF THE UNITED STATES, ALL SLAVES ARE FREE."**

We have started planning the **3rd Annual Juneteenth Festival of Freedom**, this year theme is celebrating **Family & 50 Years of Hip Hop music** a family-friendly celebration which since its 1st debut in 2021 has attracted hundreds of people of all ages.

This year's Festival is set for Friday, June 16th, Saturday, June 17th, and Sunday, June 18th, at Schroeder Park, 2600 S. 13th Ave. We will be diligent and consistent in ensuring that our residents, vendors and others practice safe protocols.

While the Festival offers you a great marketing opportunity to highlight your business, reach new and current customers, and showcase your support for the village, your health and safety is our top priority. We are planning a safe event that will feature local talent, Kids zone, good food and a beverage pavilion and live music performance in a safe, protected environment.

Please read this sponsorship packet carefully as it contains important deadlines that must be followed; required documents that must be completed; and details for vendors to understand to make your participation an enjoyable and productive experience.

If you need more information, call Lily Sierra at (708) 681-3600 ext. 259; ssierra@broadview-il.gov. We look forward to your positive response to participating in this safe, well-planned weekend for everyone who lives, works, plays and visits the Village of Broadview.

Your in Service,

Katrina R. Thompson
Mayor

# Broadview Juneteenth Festival

# Sponsorship Packages

## Juneteenth Title Sponsor

Naming right to the stage
Name/logo in verbal references to event
Name/logo in person releases
Printed name and logo on flyers/posters
Name/logo on digital billboard
Free booth space
Name/logo inclusion on website
Verbal acknowledgement at each activity
Framed Juneteenth Art Print

**$5,000**

## Economic Empowerment Sponsor

Naming rights to Children Activity Area
Printed name and logo on flyers/posters
Name on digital billboard
Free booth space
Name/logo inclusion on website
Framed Juneteenth Art Print

**$4,000**

## Freedom Sponsor

Name on digital billboard
Free booth space
Name/logo inclusion on website
Verbal acknowledgement at each activity
Framed Juneteenth Art Print

**$2,500**

## Honoring Our Ancestors Sponsor

Verbal acknowledgement at each activity
Name recognition
Framed Juneteenth Art Print

**$1,000**

## Power to the People Sponsor

Name recognition on website
Framed Juneteenth Art Print

**$500**

## Friends of Juneteenth Sponsor

Name recognition on website

**$250**

Please note: Submission of logos has to be in pdf or Jpeg formats.
Deadline for logos is May 22nd. If you have any questions or need more information, call Lily Sierra at 708-681-3600 Ext. 259, email at ssierra@broadview-il.gov

**Katrina Thompson, Mayor**
**#BroadviewSTRONG**

**Thank you for agreeing to be a sponsor of the 3rd Annual Juneteenth Festival. Contributions to the event will be acknowledged in our advertisements, program, and throughout the fair.**

**If you are making a financial contribution, please complete and return this form, along with your check made payable to: Village of Broadview, 2350 S. 25th Avenue, Broadview, IL 60155 by June 2, 2023.**

**For more information, please contact: Sobeida Sierra, Executive Assistant, 708-681-3600 ext. 259, Email, ssierra@broadview-il.gov**

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Name of Sponsor/Organization: _____
**(as you want it to appear in written information/materials)**

Contact Person: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Website Address: _____

**Amount of Financial Contributions:** _____

☐ **Juneteenth Title Sponsor $5,000**
- Naming right to the stage
- Name/logo in verbal references to event
- Name/logo in person releases
- Printed name and logo on flyers/posters
- Name/logo on digital billboard
- Free booth space
- Name/logo inclusion on website
- Verbal acknowledgement at each activity
- Framed Juneteenth Art Print

☐ **Economic Empowerment Sponsor $4000**
- Naming rights to Children Activity Area
- Printed name and logo on flyers/posters
- Name on digital billboard
- Free booth space
- Name/logo inclusion on website
- Framed Juneteenth Art Print
- Verbal acknowledgement at each activity

☐ **Freedom Sponsor $2500**
- Name on digital billboard
- Free booth space
- Name/logo inclusion on website
- Verbal acknowledgement at each activity
- Framed Juneteenth Art Print

☐ **Honoring Our Ancestors Sponsor $1,000**
- Verbal acknowledgement at each activity
- Name recognition
- Framed Juneteenth Art Print

☐ **Power to the People Sponsor $500**
- Name recognition on website
- Framed Juneteenth Art Print

☐ **Friends of Juneteenth Sponsor $250**
- Name recognition on website

**Please note: Submission of logos has to be in pdf, ai, or eps formats. Deadline for logos is May 25th.**

# Juneteenth Festival

# Vendor Application Form

**Please write clearly and answer each question. The information will be used to set up your booth according to the information provided below.**

Vendor Name for Signage _____

Food Product or Service being sold _____

Contact _____

Address _____ City _____ State _____ Zip Code _____

Cell _____ Daytime Phone _____

Email _____ Fax _____

**I request the following booth setup for the Juneteenth Festival:**

Number of 10'x10' booths requested at $300 each _____

Each booth includes one 110 amp electrical outlet, one front counter, one 8ft table and two chairs. Power strips are not allowed. Each vendor must bring their own heavy duty extension cord. Additional items can be purchased as follows:

_____110 amps - $125 each _____220 amps—$250 each

_____Table(s) - $15 each _____ Chair(s) - $2 each

_____Grease or charcoal can disposal (circle one) - $30 each

**All vendors must provide a certificate of insurance that lists the Village of Broadview and Broadview Park District as an additional insured. Proof of insurance must be submitted with payment and a copy of the Vendor Application Form. Booths will not be allowed to open without submitting a current certificate of insurance. All documents must be received no later than June 2, 2023**

**Make check, money order or cashier's check payable to the Village of Broadview.** Checks returned for insufficient funds will be charged a $50 returned check fee.

Total fees enclosed $ _____ Signature of Contact _____ Date _____

**NOTE:**

- **Vendors will not be allowed to sell the same items (First Come, First Served)**
- **Vendors are not allowed to sell beverages and may be subject to immediate removal without receiving any refunds.**
- **Food vendors are required to have a fire extinguisher in their booth and display food sanitation certificate.**
- **All applications will be processed first come, first served.**
- **Any food vendors using propane tanks must properly secure the tanks.**
- **All food items must be priced $5 or less. Food vendors can select the size of each portion for sale.**
- **Vendors who sell food items for more than $5 may be subject to immediate removal without receiving any refunds**

**If you have any questions or need more information,**
**call Lily Sierra at 708-681-3600 Ext. 259 , email at ssierra@broadview-il.gov**

# Juneteenth Festival
# Non-Profits/ 501c3 Organizations/ Social Services
# Vendor Application Form

Vendor Name for Signage _____

Service being provided _____

Contact _____

Address _____ City _____ State _____ Zip Code _____

Cell _____ Daytime Phone _____

Email _____ Fax _____

**$100 for Non-profits, 501c3 Organizations and Social services:**

**If you would like to participate in our Festival please fill out the form and return to Lily Sierra at 708-681-3600 Ext. 259, email at ssierra@broadview-il.gov, by June 2, 2023**

**Please note: You will be provided a tent, a 8ft table and 2 chairs. Thank you**

_____ _____

**Signature** **Date**

**Please check the dates of your participation**

☐ **Friday, June 16th** ☐ **Saturday, June 17th** ☐ **Sunday, June 18th**

**If you have any questions and need more information,**
**call Lily Sierra at 708-681-3600 Ext. 259, email at ssierra@broadview-il.gov**

# OUTDOOR ONLY
# FOOD & SANITATION CERTIFICATION

**All food vendors in the Juneteenth Festival are required to attend an outdoor Food & Sanitation class presented by the Illinois Restaurant Association prior to the Juneteenth Festival.**

**The fee is $40 and the certificate, which is good for one year, can be used at other outdoor food events.**

**Classes will be held on Saturday, May 13th from 9a.m.-12 noon and Wednesday, May 17th from 6-9p.m. at Broadview Village Hall Chambers, 2350 S. 25th Ave, Broadview, IL 60155. Please call David Upshaw at 708-345-8174 to reserve your class date.**

**If you have any questions or need more information,**

**call David Upshaw at 708-345-8174 or email dupshaw@broadview-il.gov**