



## **GREAT LAKES BURNING RIVER FEST 2008**

Northeast Ohio's Annual Environmental & Music Festival  
Nautica Entertainment Complex – Saturday, August 9, 2008  
*Benefiting the Burning River Foundation, Inc.*

### **Environmental Partner Applicant Information**

#### **EVENT DATE, TIME & LOCATION:**

Saturday, August 9, 2008

Nautica Entertainment Complex ~ West Bank of the Cuyahoga River in Downtown Cleveland

- Green Fest: Noon – 6:00pm
- Music Fest: 6:30pm – 11:00pm

#### **APPLICATION DEADLINE:**

Monday, June 30, 2008

#### **OVERVIEW:**

This one day family-friendly festival celebrates our local:

- Environmental Organizations
- Green Companies
- Musicians
- Local Artists
- Sustainable Farmers
- Historic Coast Guard Station and
- Waterways!

The Nautica Entertainment Complex location provides a scenic view of Cleveland's riverfront and serves as a living exhibit of the river's environmental and economic impact on our community.

#### **CRITERIA:**

The producers of Burning River Fest are looking for Environmental Partners to provide dynamic displays designed to engage both children and adults with interactive and educational activities. The goal is to inform the public about the impressive work of regional green businesses and organizations and what we can do in our own lives to help sustain a clean and healthy environment.

**All companies and organizations exhibiting at the Great Lakes Burning River Fest must have a clearly defined green element to their business plan or mission statement.**

#### **BOOTH LOCATIONS:**

Booths will be located throughout the Fest site, which encompasses the entire Nautica Entertainment Complex. General layout is as follows (first come, first served):

- 12' x 12' booths (pipe & drape, PVC fence or similar) in 20,000 sq. ft. special event tent
- 10' x 10' canopies on grass areas along boardwalk
- 10' x 10' tented booths on gravel area outside the Plain Dealer Pavilion

## **GREAT LAKES BURNING RIVER FEST BOOTH FEES:**

- \$175.00: Non-profit groups (501c3)
- \$200.00: Government agencies
- \$250.00: For-profit groups and individuals

This fee includes a 10' x 10' or a 12' x 12' covered space (first come, first serve), an 8' table, black table linen, 2 chairs, 2 event tickets and 2 parking passes. Requests for additional space allocation may incur a surcharge. **Electricity, extra tables, chairs or Environmental Partner passes can be made available only by advance special request and may incur an additional charge.**

## **EXHIBIT REQUIREMENTS:**

- All companies and organizations exhibiting at the Great Lakes Burning River Fest must have a clearly defined green element to their business plan or mission statement.
- Exhibits must be dynamic, interactive, and include an educational component.
- All Environmental Partner applications must be approved by the Environmental Partner Selection Committee in order for the organization to participate.

## **LOAD-IN:**

Load-in must be completed by 10:00am and booths must be set up by 11:00am the day of the event; there is no overnight security or overnight lodging/camping. If you have a particularly complicated display and need more time for set up, you must contact us to make special arrangements, preferably before the June 30th deadline.

## **LOAD-OUT:**

**Tear-down and load-out are not to begin before 6pm. This load-out policy will be strictly enforced with no exceptions.** Since 6pm is a busy time of day at the Nautica Entertainment Complex and because the Music Fest portion of the Great Lakes Burning River Fest will be taking place in the Plain Dealer Pavilion beginning at 6:30pm, load-out will be allowed through one designated exit that can only accommodate a certain number of vehicles at a time. Therefore, you will be assigned a designated time to bring your vehicle up to the load-out area. If you do not need a vehicle to load-out, you may, of course, leave any time **after** 6pm. To ensure a successful, educational experience for attendees and a smooth load-out process for exhibitors, tear-down and load-out are not to occur before 6pm.

## **BOOTH DESCRIPTION:**

On the attached Environmental Partner Application, please provide specifics about your proposed exhibit. Answer all questions in as much detail as possible. Applications will be considered in the order in which they are received, and booth space will be issued on a first-come, first-served basis upon receipt of payment. **Because exhibiting is approved by the Environmental Partner Selection Committee, PLEASE DO NOT SEND PAYMENT WITH THIS APPLICATION.** Payment before exhibit approval does not guarantee admission.

Once approved, you will receive a letter inviting your participation, which will also include a booth location form, a load-out time request form and payment information.



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### Environmental Partner Application

Company Name or Group Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number and E-Mail: \_\_\_\_\_

501©3 Organization     Government Agency     For Profit Entity

To meet eligibility requirements, please describe the green element of your business plan, mission statement or product:

Please provide a short exhibit description:

Describe the environmental education component of your exhibit:

Describe the dynamic or interactive aspect of your exhibit:

Is your exhibit geared towards children, adults, families or all of the above: \_\_\_\_\_

Describe any potential additional space needs beyond that of your booth (requests for additional space may incur a surcharge):

Describe any other potential special requests (electricity, extra tables, chairs or passes):

Booth location preference (number 1-3, with 1 being most preferred):

Special Event Tent     Boardwalk Canopy     Tent Outside Pavilion

Return To: **Bendlak + Associates \* 8442 Mayfield Road, Suite C \* Chesterland, Ohio 44026**  
**Fax: (440) 729-7572 \* rbendlak@bendlakassociates.com**