



9288 Dielman Industrial Drive • St. Louis, MO 63132 • Phone/Fax: 314.569.3900 • www.komenstlouis.org

Komen St. Louis Power of a Promise Luncheon

Vendor Frequently Asked Questions

When and where is the 2014 Komen St. Louis Power of a Promise Luncheon?[®]

- Sunday, May 4, 2014 from 11:00 a.m. – 2:00 p.m. at the Chase Park Plaza. Vendors will set up in Regency/Khorassan West. (212 North Kingshighway Blvd. St. Louis, MO 63108)

When do I need to turn in my vendor application and payment?

- Vendor booth space is limited – vendor booths will be given on a first come first serve basis. The **vendor application MUST BE RECEIVED by Monday, April 14, 2014**. Mail to 9288 Dielman Industrial Dr. St. Louis, MO 63132 or email to ewarrick@komenstlouis.org.

How much does it cost to be a vendor?

- **Cost for the booth space is \$100 along with a donated raffle basket/item valued at \$75.** Raffle baskets or items can be delivered to the office or arranged for pick-up (raffle items to the office by Monday April 21, 2014). Additional tables and/or booth space are available upon request for the same rate. A minimum of a \$100 donation is required to have a booth. Checks can be mailed to: Komen St. Louis, P.O. Box 790129, Dept. SK, St. Louis MO 63179-0129. Please write "Power of a Promise Vendor" in the memo line. **Raffle item and payment are due by April 21, 2014.**

When will shopping be open at the luncheon?

- Shopping time is from 11:00 a.m.-12:30 p.m. Guests may also shop after lunch, which will end around 2 p.m.

How many attendees are expected at the Luncheon?

- Approximately 500

How much space are vendors allotted?

- Each vendor is guaranteed one booth space (one 8' table and two chairs) If a vendor has their own table they would like to use or would prefer not to use a table at all, that is fine. Those requests can be made on the vendor application.

Can a vendor request to have additional booth space?

- Each vendor is guaranteed one booth space (one 8' table and two chairs). Cost for the booth space is \$100 (plus a donated raffle basket/item valued at \$75). Additional tables and/or booth space are available upon request for the same rate. Requests for additional booth space should be noted on the vendor application.

When will vendors be able to set up their booths?

- Vendors may begin setting up as early as 9 a.m. however we ask that you are finished setting up by 10:15 a.m. Most attendees will buy from the vendor booths between 11:00am -12:30 pm, but if you would like to stay until the luncheon ends at 2pm (to sell while attendees leave the event) feel free to do so.

Where can I park on the day of the event?

- Self-parking is available at the Chase Park Plaza Garage on Maryland Avenue at a rate of \$5 per car (the garage is attached to the Chase). Once inside the Chase from the garage, follow the hallway to the event area in Regency/Khorassan West.
- If you need to load or unload items, please do so on Lindell Blvd. at the shipping/receiving area (slanted downhill ramp near the rear of the Chase, past the movie marquee) and enter through the side door. Vendors cannot load or unload through valet off of Kingshighway Boulevard or in any public space.

Will we be served lunch?

- Due to space constraints and limited seating, we try to save the seats for survivors. Feel free to bring a sack lunch with you if you would like to stay and sell after the luncheon.
-