

# Beckley Events

P O Box 5015

Beckley, WV 25801

Phone: 304-256-1776

Fax: 304-256-1816

[www.beckley.org](http://www.beckley.org)



Attention: Potential Sponsors, Vendors, Restaurants, & Organizations

You are important to the success of our events. Below is a list of 2021 events with vendor & sponsor opportunities. If you are interested in participating, please complete the attached form and return it to us as soon as possible.

## **2021 Tentative Vendor Events:**

April/May - Coffee & Tea Celebration / Sweet Treats events are not planned at this time

May 29 – **Cruise & Concerts** – A Neighborhood Cruise ends at the Beckley Intermodal Gateway for concerts: 5:30 – Motown songs, 6:30 – 80’s music; Vendors 4:30-7:30 pm

June – August (except not on June 25) – **Fridays in the Park** – lunch concerts at Word Park on Neville Street – 11:30 am - 1:00 pm – limited vendor space (past vendors have first preference)

June 25 – **Great Race & Car Shows** – 5:00 – 8:30 pm – vintage endurance race featuring over 100 vehicle teams; vendors need to be in place by 4:30 pm

July – September – **Uptown Tailgate Farmers Market / Pop-up Shops** – *Tentative days/hours:* Mon-Wed-Fri 3:00 – 5:30 at the Beckley Intermodal Gateway Plaza; no set-up charge; Produce vendors, contact WVU Ext. 304-255-9321; Pop-up shop vendors, contact Beckley Events

July 16 – **3<sup>rd</sup> Friday Around the Block Showcase** (tentative) – Neville Street & The Underground, 4:30-7:30 pm, featuring businesses, pop-up shops, artists, organizations, musicians

July 31 – **Cruise-in Car & Bike Show** – Word Park, Neville Street area – 5 – 8 pm

August 20 – **3<sup>rd</sup> Friday Around the Block Showcase** – (tentative) Main Street & McCreery, 4:30 – 7:30 pm, featuring businesses, pop-up shops, artists, organizations, musicians

August 28 – **Appalachian Festival Street Fair** – 5:30–8:30 pm – music & vendors

September 11 – **Kids Classic Festival** – Kids Street Fair – 10 am–2 pm, Main Street

October 2 – **Chili Night**, 5:00-8:30 pm (separate registration)

Please try to send in vendor registration forms at least two weeks before the event. Health Department permits or approval may be necessary.

# City of Beckley Events

## Sponsorship / Vendor Opportunities

*Market your business in a fun atmosphere & support community events!*



### **Sponsorship:**

(check preferred level / event) - Sponsorship benefits may include listings on flyers, print ads, publicity, mention on radio / television / social media, t-shirt, banner, booth space during events and other perks based on level of support. (Media trades - Media provides advertising for the event in the value)

\_\_\_ \$800-\$1000 = Gold Level - Benefactor - includes two of our Major Event Sponsorships.

List events: \_\_\_\_\_

\_\_\_ \$400-\$500 = Silver Level - Major Event Sponsor - check event: \_\_\_ Rhododendron Festival

\_\_\_ Appalachian Block Party \_\_\_ Kids Classic Festival \_\_\_ Chili Night

\_\_\_ \$200 = Bronze level co-sponsor - Car & Bike Show or Appalachian Festival Street Fair – date \_\_\_\_\_

\_\_\_ \$150 = Friday in the Park (one of 16); Specify preferred date: \_\_\_\_\_

\_\_\_ \$150 = Kids Classic Games Arcade Sponsor level - contact United Bank



### **Vendors:**

Vendor Membership Package (*discounted*): includes all Fridays in the Park, plus Car Shows, Appalachian Street Fair, Around the Block parties & Kids Classic Festival:

\_\_\_ Business \$100 \_\_\_ Non-profit / Individual \$75  
\_\_\_ Downtown business

Per event vendor fee: \_\_\_ Business

\_\_\_ Non-profit / Individual \_\_\_ Downtown business

Specify event(s): \_\_\_ May 29 Concerts \$10

\_\_\_ June Car Show (Great Race) \$40

\_\_\_ 3<sup>rd</sup> Friday Around the Block – July \$10

\_\_\_ July Car Show \$20 \_\_\_ Around the Block – August \$10

\_\_\_ August Appalachian Street Fair \$20

\_\_\_ Sept. Kids Classic Festival \$20

Complete separate registrations forms: \_\_\_ Coffee & Tea Celebration \_\_\_ Sweet Treats \_\_\_ Chili Night

Fridays in the Park: \_\_\_ \$10 per week or \$40 for all in the series \_\_\_ Downtown business (no charge)

Note: Limited number of spaces; past vendors & uptown businesses get first preference

Type of Vendor: \_\_\_ Food (health card / permit needed for food); specify food:

\_\_\_ Other - specify products:

Name of Sponsor / Vendor \_\_\_\_\_

Address, City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

WV Tax ID or FEIN # \_\_\_\_\_

Total fees \$ \_\_\_\_\_ \_\_\_ Enclosed \_\_\_ Please invoice me \_\_\_ Payment plan

Please make checks payable to **"City of Beckley."** Fax form to 304-256-1816; Mail to P O Box 5015, Beckley, WV 25801; Call 304-256-1776 or email [jmoorefield@beckley.org](mailto:jmoorefield@beckley.org)

All event food vendors need to check-in & obtain a permit with the Beckley-Raleigh County Health Department prior to events – Located in the Elinor Hurt Health Center at 1602 Harper Road, Beckley, WV 25801;  
Phone 304-252-8532

**Beckley-Raleigh County Health Department  
Temporary Food Vendor Checklist**

All food vendors must have these items prior to inspection at the event:

1 – Application submitted with permit fee paid. Fees may be paid to the Beckley-Raleigh County Health Department: In person, by mail, by phone or on-line – [www.beckleyraleighhealthdept.org](http://www.beckleyraleighhealthdept.org) – go to “Pay My Bill”

2 – Food stem thermometer 0 degrees – 220 degrees F.

3 – Hand wash station – must be convenient and accessible. As a minimum, the following should be provided: warm water, soap, individual paper towels, and bucket to collect dirty water. For example, an air pump thermos or jug of warm water with a turn spot may be used to dispense warm water.

4 – Sanitize water or wipes.

5 – Hair restraints (ball cap, visor, net).

6 – Individual single use gloves.

7 – A current Food Worker Training card must be held by at least one person on-site. This person **MUST** be on-site **AT ALL TIMES** during the event.

Hot food must be cooked and or re-heated to 165 degrees F and held at 135 degrees F.

Cold food must be held at 40 degrees F or below.