



March 26, 2019

Dear Friend,

The Bourbonnais Township Park District is planning a “pawsome” new event at our Dog Park this spring! Tails & Ales will be held on Friday, May 31 from 5 to 8 PM within and around our 3.5 acre Dog Park at the Willowhaven Park & Nature Center.

The purpose of Tails & Ales is to provide an entertaining evening for dogs and their owners as they socialize at the dog park, as well as those who like to shop and listen to music. We understand that pets are an important part of many families in our community and we want to offer a safe, fun environment where dogs can play and owners can meet and greet with others. Do not fret if you do not have a dog, you are welcome too!

We will also feature music, entertainment, beverages by Grapes & Hops, exclusive menu from our concessions, activities, raffles and give-aways. Admission to our 3.5-acre Dog Park is included with the event!

The Bourbonnais Township Park District would like to offer your business the opportunity to help support this new and exciting event. There are many ways to help support though sponsorships, in-kind donations or hosting a booth at the event.

If your business is interested in collaborating with the BTPD Tails & Ales event, please review the enclosed sponsor sheet and let us know how you would like to be involved!

Thank you for your consideration and I hope you will join us for this enjoyable occasion!

Sincerely,

Nicole Jenkins

Facility Coordinator
Willowhaven Park & Nature Center
a facility of the Bourbonnais Township Park District
459 N Kennedy Drive
Bourbonnais, IL 60914
(815) 933-9905 ext 472



**Tails
& Ales**

Friday, May 31, 5 - 8 PM
At Willowhaven Park

Bring your furry friends!
Music, Food and Fun!

Beverages by-

grapes & hops

btpd.org 815-933-9905

You don't need to bring a dog to participate in Tails & Ales, but you do need to be a dog lover!



Tails & Ales Sponsorship Opportunities 2019



Tails & Ales is a Bourbonnais Township Park District event focused on providing entertainment and resources to pet-owners and families of the Kankakee area.

Tails & Ales will be held on Friday, May 31 from 5:00 to 8:00 PM within and around our 3.5 acre Dog Park at the Willowhaven Park & Nature Center. Tails & Ales is a fundraising event and any proceeds generated will be allocated to the Bourbonnais Township Park District's Dog Park improvement projects including water fountain upgrades and shade structures.

There are many opportunities for sponsorships & partnerships for businesses, and families that would like to be involved in this eclectic event. Enclosed are the sponsorship levels and form to fill out with your information.

Tails & Ales Headline Sponsor - \$1,000.00

- 2 Complimentary vendor spots with electricity and BTPD provided 8' tables & chairs
- Headliner sponsor on all advertising including radio spots with WKAN
- Featured on Perry Farm Park digital marquee on Kennedy Dr - 25,000 cars pass daily
- Advertisement in local papers family section – 2 papers x 2 ads
- Spotlight Sponsor on Park District Website and Facebook with link to your website
- Logo featured on printed event signs
- Company banner displayed on Dog Park fence for 2 weeks prior to the event

Howlers & Growlers Entertainment Sponsor \$ 500.00

- Complimentary vendor spot with BTPD provided 8' folding table & chairs
- Spotlight Sponsor on Bourbonnais Township Park District Website
- Logo Featured on printed event signs

Happy Tails Activity Sponsor \$250.00

- Complimentary vendor spot
- Spotlight Sponsor on Bourbonnais Township Park District Website
- Business name listed on printed event signs

Helpful Paws Sponsor \$50.00

- Business name listed on Bourbonnais Township Park District Website
- Business name listed on printed event signs

We understand not all business are able to do cash sponsorships, but would like to help in other ways. We will gladly use in-kind donations that are dog-related or family friendly at the event. Donations can be distributed as door prizes or included in our raffle. Any help is appreciated and in-kind donations can be used in lieu of money for sponsor levels!

If you are interested in becoming a sponsor or have questions, please email Nicole Jenkins at Nicole@btpd.org or call (815) 933-9905 ext. 472.

To Donate: Please complete all sections of the sponsor information form on the following page and send donations to:

Bourbonnais Township Park District
Attn: Nicole Jenkins
459 N Kennedy Drive
Bourbonnais, IL 60914

If you prefer to be billed, please fax to (815) 933-5468 or email the completed sponsor form to nicole@btpd.org and an invoice will be sent out to you.

We thank you in advance for your support!

Sincerely,

A handwritten signature in black ink, appearing to read "Nicole Jenkins". The signature is fluid and cursive, with the first name "Nicole" being more prominent than the last name "Jenkins".

Nicole Jenkins

Facility Coordinator
Willowhaven Park & Nature Center
a facility of the Bourbonnais Township Park District
459 N Kennedy Drive
Bourbonnais, IL 60914
(815) 933-9905 ext 472
BTPD.org



Tails & Ales Sponsor Information Form- please print

Business/Donators Name			
Address			
Business Phone		Email	
Contact Person		Contact Phone	

Sponsorship Level: Please check the level you wish to sponsor

	Tails & Ales Headline Sponsor	\$1,000	<ul style="list-style-type: none"> Premium vendor spots with 8' tables and chairs Spotlight Sponsor on BTPD Website, Facebook, print ads, signs, digital marquee and banner on fence Company banner on Dog Park fence for 2 weeks prior to the event.
	Entertainment Sponsor	\$500	<ul style="list-style-type: none"> Complimentary vendor location and 8' table and chairs Spotlight Sponsor on Park District Website and Facebook Logo featured on printed event signs
	Activity Sponsor	\$250	<ul style="list-style-type: none"> Complimentary vendor location Spotlight Sponsor on Park District Website Company name listed on event signs
	Dog Lover Sponsor	\$50	<ul style="list-style-type: none"> Company name listed on Park District Website Company name listed on event signs

Booth/Vendor Space is 10'x10' booth (approx. size). Any sponsor may also donate a prize or basket to the raffle. Prizes are to be dropped off at the vendor registration/check-in table prior to set up the day of the event.

Table Request (please check one)	I will be providing my own table and chairs	I would like a BTPD provided table (top 2 sponsor levels receive 8' banquet table & folding chairs)
Electricity Request – (please check one)	I need electricity at my booth	I do not need electricity
Event Support (optional)	I will be donating a prize to the raffle	I will be providing an activity at our booth space

Sponsor Donations – THANK YOU!!!

Please make checks payable to B.T.P.D. & send to: Bourbonnais Twp. Park District Attn: Nicole Jenkins 459 N. Kennedy Drive Bourbonnais, IL 60914 FAX: 815/933-5468 Email: Nicole@btpd.org	Number of booth spaces:	
	Sponsor Level: (or approx. value of in kind donation)	\$
	Please list any in kind donations here:	



Event Rules

Facilities:

- Electricity will be available **only** if requested at the time of registration. Electrical booths are asked to provide their own fire extinguishers. Please no A/C or generators.
- All fees are non-refundable: Inclement weather will not be grounds for refunds. A rain date is set for Friday, June 7.
- Exhibitors must provide their own trash receptacles and change for bills.
- This is an outdoor event; all vendors will be located outside the dog park in designated areas.
- The park district reserves the right to ask for product descriptions before reserving space.
- The park district reserves the right to review and hold any and all material/informational items prior to start of event that does not meet Park District approval. Park district staff reserve the right to dismiss any vendor from the event.
- No profane or vulgar materials/informational items may be distributed or sold.
- Vehicles must park in designated parking areas.
- Music is allowed in booth spaces; however, park district staff has the right to ask that music volumes be turned down or off based on their discretion.
- No exclusive rights for the sales of any item will be granted to vendors.

Set-up & tear-down:

- Exhibitors will be responsible for all booth structures, set-up and furnishings; e.g. extension cords, signage, tarps, table covers, etc.
- Vendors & booth participants can begin set-up at 3:00 p.m. on Friday, May 31, 2019.
- ALL VEHICLES must be off the event grounds before 4:45 p.m. If you still have items to bring to your area they must be carried in.
- Booths must be open by 5:00 pm on Friday and shall remain open until the event closes.
- No booths will be allowed to close early without prior permission from the event coordinator.
- Participants are responsible for dismantling and cleaning booth space before leaving.

Security & Liability:

- No alcohol is allowed outside of dog park.
- Participants are responsible for the security of their goods.
- Event organizers accept no responsibility for stolen or damaged goods.
- No participant will be allowed to set up without a signed and dated application and release of liability. The park district reserves the right to revoke or refuse to grant space at any time, without recourse by the participant.

Any organization having pets in booth are required to show a copy of proof of liability insurance and with application.

PARTICIPANT RELEASE FORM

I/We _____ release all sponsors, co-sponsors, clubs, organizations or individuals involved in the Bourbonnais Township Park District's Tails & Ales event from any liability, product or personal, for the duration of the event. I have enclosed my non-refundable booth fee. I have read the rules and I agree to abide by them. I understand that failure to comply with the rules set forth by the Bourbonnais Township Park District may result in termination of this contract without recourse by the participant and the Bourbonnais Township Park District shall not be liable to anyone for this action. Vendor/Exhibitors shall indemnify, defend and hold the Bourbonnais Township Park District harmless against any and all claims for liability of any nature against the Bourbonnais Township Park District, their directors, members and volunteers arising out of your acts.

Signature of Participant

Date