



## 14<sup>TH</sup> ANNUAL SUGARCANE FESTIVAL

Saturday, June 2, 2018 • Location: 6<sup>th</sup> & Susquehanna  
11:00 AM to 3:00 PM

### Sponsorship Opportunities

**GOLD Sponsor of the 2018 Sugarcane Festival (Maximum 4 Sponsors) Cost: \$9,000**

- Corporate name/logo and link on APM website
  - Corporate name/logo on all APM-generated materials for this event
- (Email company logo as EPS file to [rick.olmos@apmphila.org](mailto:rick.olmos@apmphila.org))*
- Corporate name on posting in main lobby of APM headquarters
  - Two 10' x 10' tents with table and two chairs for each tent
- (RV or other corporate vehicle substitute for one tent. We will provide two tables and four chairs)*
- Hourly sponsor mentions by emcee during event
  - One speaking opportunity from the stage at event
  - Banner displayed on stage
  - Company name listing in program book distributed at the 2018 APM Gift of Love Gala

**SILVER Sponsor of the 2018 Sugarcane Festival Supporter Cost: \$5,500**

- Corporate name and link on APM website
  - Corporate name/logo on all APM-generated materials for this event
- (Email company logo as EPS file to [rick.olmos@apmphila.org](mailto:rick.olmos@apmphila.org))*
- One 10' x 10' tent with table and two chairs
- (RV or other corporate vehicle substitute for one tent. We will provide one table and two chairs)*
- Two sponsor mentions by emcee during event
  - Banner displayed on stage

**BRONZE Sponsor, Friend of the 2018 Sugarcane Festival Cost: \$3,000**

- Corporate name on APM website
  - Corporate name on all APM-generated materials for this event only
  - One 10' x 10' tent with table and two chairs
- (RV or other corporate vehicle substitute for one tent. We will provide one table and two chairs)*
- One sponsor mention by emcee during event

**Booth – Cost: \$275 (Special prices for multiple booths)**

- One 10' x 10' tent with table and two chairs

**Thank you for your support!**



## 2018 PARTICIPATION OPTIONS 14<sup>TH</sup> ANNUAL SUGARCANE FESTIVAL

- I want to be 1 of only 4 GOLD Sponsors for the 2018 Sugarcane Festival (\$9,000)
- I want to be a Silver Sponsor, Supporter of the 2018 Sugarcane Festival (\$5,500)
- I want to be a Bronze Sponsor, Friend of the 2018 Sugarcane Festival (\$3,000)
- I want \_\_\_ booth(s) for the 2018 Sugarcane Festival (\$275 per booth)
- I cannot attend, but enclosed is my tax-deductible gift of \$\_\_\_\_\_ to support APM.

Company: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Deadline to confirm Sponsorship: Friday, May 18, 2018.**

**Deadline to reserve a Booth: Friday, May 18, 2018.**

You may complete this form online at:

[Goo.gl/4LAUVy](http://Goo.gl/4LAUVy)

or mail or fax this completed form to:

**Rick Olmos, Director of External Affairs**

**Asociación Puertorriqueños en Marcha**

**1900 N. 9<sup>th</sup> Street Ste. 102**

**Philadelphia, PA 19122**

**Fax: 267-687-8917**

Please write “**2018 Sugarcane Festival**” in the subject line of your check.

Please contact Rick Olmos (Rick.Olmos@apmphila.org) at 267-296-7363  
or Elizabeth Colón (ecolon@apmphila.org) at 267-296-7217 with any questions.

***Thank you for your support!***

**SEE YOU JUNE 2, 2018 11am – 3pm**



**Agreement:** In accepting the opportunity to participate as a vendor in the APM Sugarcane Festival 2018 located on Sixth Street between Susquehanna & Diamond Streets and also along Germantown Ave., I do hereby accept the following listed conditions and limitations.

1. **Vendor hours: Event day 11am – 3:00 pm. (must be done with set up by 10:45 am)**
2. **Set up Hours: 9:30 am – 10:30 am.**
3. **Signs:** Logos and promotional items are encouraged to promote your business. Signs should not block other vendor booths. You may place on tent, table -top or easels.
4. **Insurance:** It is the sole responsibility of the vendor to obtain insurance coverage on property brought onto the premises. Vendor assumes full responsibility of items left in the booths. Vendor hereby agrees to indemnify and hold harmless the Host against any damages or claims that may arise in connection with Vendor's presence at the Event and Vendor's activities of any kind.

#### **VENDOR INSURANCE REQUIREMENTS**

The Vendor shall purchase insurance as described below in a company or companies acceptable to the APM. Such insurance shall be written for not less than the limits specified below.

Workers Compensation (for employees working the event)

Statutory coverage/Employers Liability

- \$1,000,000 Each Accident
- \$1,000,000 Aggregate For Injury By Disease
- \$1,000,000 Each Employee For Injury By Disease

Commercial General Liability including Premises and Operations, Independent Contractors Protective, Products and Completed Operations, Blanket Contractual Liability, Personal Injury and Broad Form Property damage.

- \$1,000,000 Any One Occurrence (Coverage A)
- \$1,000,000 Any One Person or Organization (Coverage B)
- \$2,000,000 Products/Completed Operations Aggregate
- \$2,000,000 General Aggregate

Commercial General Liability insurance shall be written on an "occurrence" basis. APM and all other parties required of APM, shall be included as insureds, using ISO Additional Insured Endorsement CG 20 10 (10 01) AND CG 20 37 (10 01) or an endorsement providing equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured vendor. Additional Insured coverage shall apply as primary and noncontributing insurance before any other insurance or self-insurance, including any deductible, maintained by, or provided to, the additional insured.

Comprehensive Automobile Liability including coverage for owned, hired and non-owned vehicles.

- \$1,000,000 each accident

APM and all other parties required of the General Contractor or Owner shall be included as insureds on the auto policy.

#### **Waiver of Subrogation**

Subcontractor waives all rights against APM and their agents, officers, directors and employees for recovery of damages to the extent these damages are covered by commercial general liability, business auto liability or workers compensation and employers liability insurance maintained per requirements stated above. The commercial general liability, business auto liability and workers compensation and employers liability policies shall provide such waivers by endorsement or otherwise.

#### **Certificate of Insurance**

Subcontractor agrees to furnish an Acord Certificate of Insurance to APM prior to commencement of the festival. Such certificate shall provide that the required insurance coverages will not be cancelled, non-renewed or materially changed unless at least thirty (30) days prior written notice is given to APM. Attached to each Certificate of Insurance shall be a copy of the Additional Insured Endorsement that is part of the Subcontractor's Commercial General Liability Policy. Also attached to each Certificate of Insurance shall be copies of the endorsements providing 10 Day Notice of Cancellation and Waiver of Subrogation for Workers Compensation, Commercial General Liability, Comprehensive Automobile Liability and Umbrella Liability.

1. **Payment:** Booth reservations are received with payment in advance.
2. **Cleaning:** Vendor responsible for cleaning the booth area. If left unclean, removal fees will apply.
3. **Booth Assignments:** Booth locations will be assigned by APM. You will receive a general location of your booth within the week of the Event. Your Booth location will be marked with a sign and Rick Olmos will be available on site for questions. 267-296-7363 (Day of – 215-901-8961)



a health, human services and community development  
organization

**Pelayo Coll, Esq.**  
Board Chair

**Nilda I. Ruiz, MBA**  
President & CEO

March 18, 2018

## RE: Request for Certificates of Insurance

Dear Sugarcane Vendor:

It is the policy of Asociación Puertorriqueños en Marcha (APM) to work only with companies who are properly insured, which includes all events that APM holds. Please provide the following certificate indicated:

- Supplier/Vendor – Provide Certificate of Insurance and maintain insurance as outlined in the attached Vendor agreement. APM must be named as an **additional insured** on the Certificate of Insurance for general liability and auto liability. Please also include evidence of worker's compensation insurance for any employees participating in the event.

All Certificates of Insurance must be provided directly from your insurance agent, or insurance company.

Thank you for your prompt attention to this request.

Very truly yours,

Rick Olmos  
Director of External Affairs  
Asociación Puertorriqueños en Marcha

**Insurance:** It is the sole responsibility of the vendor to obtain insurance coverage on property brought onto the premises. Vendor assumes full responsibility of items left in the booths. Vendor hereby agrees to indemnify and hold harmless the Host against any damages or claims that may arise in connection with Vendor's presence at the Event and Vendor's activities of any kind.