



*live local.*  
*live healthy.*  
**'OHANA HEALTH EXPO**



December 2017

**Aloha,**



The Queen Ka'ahumanu Center will celebrate and promote Live Local. Live Healthy. for the month of January 2018. This month is dedicated to the education of living healthy through lifestyle choices. From healthy cooking demonstrations, to fitness activities, this family-fun event for keiki to kupuna will educate the community on healthy alternatives for the mind and body. Special emphasis will be on our island-style living and how we can bring these healthy alternatives into our daily routine.



We invite companies, non-profit agencies, County of Maui & State of Hawai'i entities that provide healthy living educational products and services to schedule a booth at our Live Local. Live Healthy. Festival on Saturday, January 13, 2018 from 10:00am – 2:00pm.



If you are interested in participating, please review the guidelines and submit your application no later than January 5, 2018. Space is limited so we recommend you submit your application early.



If you are interested in sponsorship opportunities, please reach out to us to review our custom packages.

Here's to living healthy!

Mahalo,

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**BOOTH INFORMATION & GUIDELINES**

- Location:** Queen Ka'ahumanu Center 275 West Kaahumanu Ave Kahului, HI 96732  
\*Center Court & Mall wings\*
- Dates:** Saturday, January 13, 2018
- Time:** Load-in: from 9:00am  
Event: 10:00am - 2:00pm  
Load-out by: 3:00pm
- Booth/s:** *QKC will provide:*
- (2) 6'x30" tables
  - (2) chairs
  - Free Wi-Fi
- Note: Power not available and portable power not permitted.  
No tents or additional floor setup permitted
- Vendor to provide:*
- Floor length cloth
  - Banner for front of table (optional)
  - Table top product display only
  - Backup product under table, however must be disguised
  - If selling is approved by QKC, own cash and credit card payments (credit card payment option required)
- Booth Cost:** Booth Space Fee \$45 plus 4.166% State tax (\$46.87 inclusive) plus \$20 retail minimum value giveaway.
- Non-profit organizations, County of Maui & State of Hawaii agencies are complimentary. However an application and giveaway is still required.
  - All payments and giveaway due by Friday, January 5, 2018
  - Payment may be made by cashier's check or business check only, made payable to:  
QKC Maui Owner, LLC Mail to: Queen Ka'ahumanu Center  
Attention: C. Michaud  
275 W. Kaahumanu Ave., #1200  
Kahului, HI 96732
  - Booth space based on first-come, first-served and QKC has right to assign space
  - QKC has the right to release any vendor from participation for any reason
  - We will notify you within (7) days of receipt of your application, payment and certificate of insurance if your application has been accepted. Management reserves the right to refuse any applicant.
  - Space location will be advised by Thursday, the week before the event. Requests may be made, but are not guaranteed
  - Multiple companies are not permitted to share the same booth.
  - Your processed check is your receipt of payment



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- Permit/s:** A State of Hawai'i Department of Health Temporary Food Service Permit is required for certain food sales. If you are planning to provide food samples and/or selling food products that are not otherwise exempt from permitting, you are required to obtain this permit. You are responsible to make any payments necessary for this permit. Permit forms available at the following site:  
<http://health.hawaii.gov/san/files/2013/06/MAUI-MOLOKAI-LANAI-TFE-APPLICATION-SAN-APP-TFE-03-15.pdf>
- Load in/out:** Load-in from 9:00am day of event. Load-out by 3:00pm. Available through docks 4 and 5 only, 5 minute active zone. You must provide all own carts etc. No late load in's or early load outs (see time above).
- Parking:** Is permitted in designated guest parking stalls only
- Entertainment:** QKC will be providing entertainment throughout the duration of the event.
- Marketing:** *QKC to provide:*  
Print advertising, Radio advertising, Social Media (ongoing)  
*Vendor to provide:*  
Your company logo (JPG, TIFF, PDF files accepted)  
Social Media support where possible  
Photography/videography release for QKC promotional purposes
- Questions?** [mfeorene@qkcmanagement.com](mailto:mfeorene@qkcmanagement.com)



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VENDOR APPLICATION | CONTRACT

Please complete all of the following areas clearly.
Application deadline Friday, January 5, 2018. Application submittal does not guarantee space.

Vendor Contact Information
Select one:
[ ] For-Profit [ ] Non-Profit (501c3) [ ] County or State agency
Registered Business Name GET License Number
Mailing Street Address City, State, Zip
Point of Contact Name Title
Business Email Phone Facsimile

Product/Service Overview

Please provide an outline of the type of product or service you provide.

Four horizontal lines for providing an outline of the type of product or service.

Your website: \_\_\_\_\_

Are you active on social media? (circle) Yes | No

If yes, name used: \_\_\_\_\_

Circle platforms you are active with: [Facebook] [Instagram] [Twitter] [Pinterest]

Please ensure that you connect with us @QKCMaui #ShopQKC #DineQKC #PlayQKC

The undersigned hereby warrants that the information set forth is true and correct, and agrees to notify Queen Ka'ahumanu Center of any changes. I have also read and agree to all terms noted herein.

Print Applicant Name Applicant Signature Date