

# 2023 SOUTHEAST BUNFEST

**Where:** The Flagler Center, 201 SW Flagler Ave, Stuart, FL 34994

**When:** Saturday, April 29, 2023

**Time:** 10:00 a.m. – 4:00 p.m.

Visit [www.hstc1.org/southeastbunfest](http://www.hstc1.org/southeastbunfest) for more information!



## EVENT OVERVIEW:

It's all about rabbits, guinea pigs and the people who love them! Join us on Saturday, April 29, at the Flagler Center in Stuart to help raise awareness about our critters and what it takes to give them a *hoppy* home! Our annual 'Bunfest' is the largest event in the Southeast United States that is dedicated entirely to critters. This event combines interactive activities for critters (and their people) while also serving as the perfect platform for businesses to connect with potential clients face-to-face in a fun, spirited atmosphere. This year, we are expecting an attendance of approximately 700 guests. Proceeds raised help support cleaning, feeding, grooming and caring for our shelter critters.

## AUDIENCE PROFILE:

- Attendees of all ages, including families with children, professionals, and retirees
- Major Donors, Corporate Sponsors, and Community Partners
- Devoted and Compassionate Animal Lovers

## EVENT FEATURES:

- Vendors
- Blessing of the Animals
- Educational Seminars
- Critter Spa
- Glamour Photos
- Hop & Flop Shop
- Live Raffles
- Food Trucks

## VENDOR/ RESCUE OPPORTUNITIES

### “Cool Cavy” Vendor \$40 (Additional Space is available \$35)

- 6x8 vendor space including (1) 6-foot table and (2) Chairs
- Company listed on Bunfest website
- Company recognized on Facebook event page
- Opportunity to include an item in the Bunfest Swag Bag (**must be received by April 14**)

### Rescue Partner... Free! (Must be a 501(c)3 organization)

- Based upon approval
- 6x8 vendor space including (1) 6-foot table and (2) Chairs
- Rescue organization listed on Bunfest website
- Rescue organization recognized on Facebook event page
- Opportunity to include an item in the Bunfest Swag Bag (**must be received by April 14**)

## VENDOR TERMS & AGREEMENT

- The Humane Society of the Treasure Coast cannot promise nor guarantee that no other vendor at the event will be offering, promoting or selling a similar product or service.
- Your space is limited to 6' x 8', so please plan accordingly. Displays must be completely contained within your space. *Additional spaces are available on a first come, first serve basis for an additional fee of \$35.*
- Setup can be done the evening prior to event **Friday, April 28, from 12:00 p.m. to 5:00 p.m.** or **on event day at 7:30 a.m.** If vendor chooses to setup day of event, they will be required to be setup no later than 9:30 a.m. You are required to check-in with a Bunfest representative once you arrive for set-up. Spaces are assigned.
- This is a rain or shine event. No refunds will be given due to inclement weather, acts of nature or cancellation.
- There are only a certain number of spots with electric. They will be assigned on a first come, first served basis. You are responsible for supplying your own electrical cord(s) and additional power outlet(s) if necessary. You are responsible for checking the “electric needed” box on the vendor application if you require electricity. Access to electricity will not and cannot be promised or issued the day of event. \_\_\_\_\_ **(initial)**
- Due to the nature of the vendor application process, vendor may not “sublet” space and vendor spaces cannot be shared.
- You are responsible for breaking down and cleaning your space before you leave. Please throw all trash and recyclables away properly.
- Signage of any kind cannot be hung or affixed to walls or surrounding areas. Signage must be free standing or displayed with an easel or on tabletop.
- It is at the vendor’s discretion and expense to donate an item to be included in the raffles and/or gift baskets or swag bags. *Must be delivered to HSTC no later than April 14*
- **What is not allowed:** Tape, silly string, fireworks, tacks, pins, confetti, glue and double-sided tape are prohibited from the facility and surrounding grounds. Coolers are only permitted in the rooms when provided by bar services. Gas and Propane are prohibited inside building. All Styrofoam containers, polyethylene, and single-use plastics like plastic straws, plastic cutlery, plastic plates, and all other non-compostable materials cannot be used. The City of Stuart has banned these products from City owned property.
- Vendors: All vendors must be licensed and insured. Each vendor must provide a Certificate of Insurance naming Flagler Center of Stuart, LLC and Stuart Main Street as additionally insured.
- Smoking: Smoking/Vaping is prohibited in the Flagler Center or within (25) feet of any entrance or exit.

Brief Description of your business, rescue or service: \_\_\_\_\_

\_\_\_\_\_

Will you be selling products or goods at your booth? Describe: \_\_\_\_\_

\_\_\_\_\_



# VENDOR/ RESCUE AGREEMENT

## CONTACT INFORMATION

Business Name: \_\_\_\_\_

Rescue Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

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

Street Address: \_\_\_\_\_

## BILLING INFORMATION (IF DIFFERENT THAN ABOVE)

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

## LEVEL OF SUPPORT

- \$40 Cool Cavy Vendor
- Rescue Partner – FREE

## ADDITIONAL OPTIONS

- \$35 Additional Space
- Electricity Needed (No Charge)

## PAYMENT OPTIONS

- Check enclosed
- Credit Card (Add 4% to cover processing fee)

Cardholder Name: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp: \_\_\_\_ / \_\_\_\_ CVC: \_\_\_\_\_

Signature: \_\_\_\_\_

### Please mail completed form with payment info:

Humane Society of the Treasure Coast (HSTC)  
**Attn:** Courtney Zanetti, Director of Community Outreach  
4100 SW Leighton Farm Ave. Palm City, FL. 34990  
**Or Email:** [czanetti@hstc1.org](mailto:czanetti@hstc1.org)

Your donation is tax deductible. Our Federal Tax ID is 59-0774235.

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