

City of Havelock Parks & Recreation and Police Department

1st Annual Trunk or Treat

FRIDAY, OCTOBER 29TH, 2021

Exhibitor Registration Form

Location	Havelock Recreation Complex
	1 Recreation Drive
	Havelock, NC 28532
Set-Up Time	3:00PM- 5:00PM
Event Time	5:00PM-7:00PM
Vendor Fee	No Charge

REGISTRATION DEADLINE: Monday, October 25th, 2021 by 5pm

Exhibitor FYI – Please Read Before Registering

- Vendors are welcomed and encouraged to bring marketing and promotional material for their business/organization.
- Vendors may NOT sell goods or services on site during the event – no financial transactions.
- A representative from your agency/company must be present at your booth/vehicle during the event and available for participants.
- We are asking that each vendor provide an activity or game at their booth/vehicle that is interactive (some examples: carnival style games like ring toss or basketball shoot etc. Get creative!!)
- This will be a “trick or trick” style event so vendors should provide candy or small toys.
- Decorate your booth/vehicle with a Halloween/Fall theme to enter a contest – winning vendor will receive a prize.
- Exhibit Request form is required to participate as an exhibitor at this event. Space will be limited, please register as soon as possible.

Business/Organization: _____

Address: _____

Authorized Contact Name _____

Phone: _____ **Fax:** _____

E-mail: _____

Activity/game you're planning for your booth/vehicle: _____

Please return your completed form to Ginger Sims with Havelock Parks and Recreation via email, mail or in person.

Email: gsims@havelocknc.us

Mailing: 1 Recreation Drive

Phone: 252-444-6429

Havelock, NC 28532