

The Hamilton Hill Arts Center Proudly Invites Your Participation in the 24th Annual Celebration



**FREE
and open to
the public!**



**JUNE 21 & 22, 2024 • CENTRAL PARK & VALE CEMETERY,
SCHENECTADY**

FRIDAY EVENING: HONORING OUR ANCESTORS AT VALE CEMETERY'S HISTORIC ANCESTRAL BURIAL GROUND

SATURDAY ALL DAY: PARADE • FOOD • VENDORS • ART EXHIBIT • YOUTH & ADULT TALENT • NON-PROFIT EXPO • KIDS' ACTIVITIES • DOUBLE DUTCH... AND MORE!

WE EXPECT AT LEAST 1,000 PEOPLE TO COME OUT AND ENJOY THE DAY!

Juneteenth is the oldest known celebration commemorating the end of slavery in the United States.

The Hamilton Hill Arts Center is proud to bring our annual Juneteenth celebration to the Capital Region. Get involved! Be a sponsor, honorary committee member, vendor, advertiser, or donate a raffle item! Join in the parade, be a part of the art exhibit, or volunteer! Please see the attached information for details. Contact Miki Conn at 518.364.8898 or Betty Harper at 518.312.6129 for more information.

The Hamilton Hill Arts Center was founded in 1968 as a safe and creative alternative for youth. It now serves children and adults through programs and events that celebrate African American culture and history. Your sponsorship helps us to insure that the Juneteenth Celebration is FREE. It benefits you, the sponsor, by expanding your audience, giving you the opportunity to have an information table at Juneteenth, and your name in the program and on our T-shirts for continued name-recognition. Support the center, our community and our nation's greatest treasure—freedom—by celebrating Juneteenth! We look forward to hearing from you!

Sincerely,

Miki Conn & Betty Harper
Juneteenth 2024 Co-Chairs



SPONSOR/ADVERTISER/VENDOR REGISTRATION FORM THE HAMILTON HILL ARTS CENTER'S 24th Annual Celebration of



June 21 & 22, 2024 • Central Park, Schenectady

SPONSORS:

- Presenting Sponsor – \$ 5,000:** includes “Juneteenth 2024, Presented by (business name here)” recognition on stage banner, park banners, posters, flyers, mailings, press releases, media advisories; full-page journal ad; booth space
- Opening Act Sponsor – \$ 1,000:** includes logo placement on main stage banner, park banners, posters, flyers, mailings, press releases, media advisories; full-page journal ad; booth space
- Principal Sponsor – \$ 500:** includes logo placement on our main stage banner, posters, flyers and mailings; half page journal ad; booth space
- Contributing Sponsor – \$ 250:** includes logo placement on all posters, half page journal ad; booth space
- Honorary Committee Member – \$100:** includes name listing in the journal.
- Raffle Prize Donor:** includes highlighted listing in the journal. (Please respond by May 6 for banners, posters,

etc.)

JOURNAL ADVERTISING RATES (Please Check One):

- Full page (5"x8") **\$300**
- Half page (5"x3.875") **\$150**
- Quarterpage (2.375"x 3.875") **\$75**
- Business card (3.5"x 2") **\$50**
- Patron (name only) **\$25**

Please submit your b/w camera ready, PDF ad via e-mail to mikiconn@gmail.com by May 6.

VENDORS: (all vendors must sign up online & pay in advance at www.hamiltonhillartscenter.org)

- Non-Profit Expo: **\$20**
- For-Profit/State Agency/Food Vendor: **\$150**
- Non-Profit Food Vendor (Churches, Non-profits selling food); small businesses: **\$75** (Please respond by May 6)

Please see next page for vendor guidelines or online at the site above

YOUR INFORMATION:

Contact Person: _____ Business Name: _____
Address: _____ City: _____ State: _____
Zip: _____ Telephone: _____ Fax: _____ Tax ID no: _____

- Sponsorship
- Journal Advertising
- Vendor Space (Pay Online Only)

Total Fee Enclosed: _____

Please complete this form and email to mikiconn@gmail.com by May 6.
Major credit cards are accepted. Payment can be made online at www.hamiltonhillartscenter.org
or mailed to Hamilton Hill Arts Center, 409 Schenectady St., Schenectady, NY 12307

JUNETEENTH CELEBRATION VENDOR GUIDELINES

Vendor Item(s) Description: _____

- Vendors may enter and set up Saturday at 10:00am. All vehicles must park in designated areas after unloading. No vehicles are allowed to enter or stay in the vending area after 12:30pm.
- Vendors are expected, sun or rain! Please prepare properly and provide sun cover. There are no refunds
- Vendors must provide table and chairs, maintain an attractive space during event hours, and clean up their space after the event closes, including sweeping debris and removing garbage from their space to designated areas. Any Vendor leaving garbage, and/or not maintaining their rented space will not be welcomed to return.
- Food Vendors (including sampling) must obtain and display a Schenectady County Health Dept. permit, at their own expense. Permits must be presented to the Vendor Chair upon entrance to the event. Vendors not in compliance with the Schenectady County Health Dept. and the Vendor Guidelines will be asked to leave. **NO EXCEPTIONS!**
- Only Vendors and the items listed on their Registration Forms will be considered in compliance with Vendor Guidelines, all others will be asked to leave by the Vendor Chairperson or appropriate Staff Member.
- Vendor fee entitles you to a 12'x10' space. Anything exceeding this will incur an additional Vendor fee.

By signing below, you agree to and accept the guidelines, rules and regulations of the Juneteenth Committee, Schenectady County Health Department, and the City of Schenectady. **PLEASE BRING THIS PAGE WITH YOU TO JUNETEENTH.**

Signature: _____ Date: _____

If you are registering as a non-profit, religious institution, charity or small business, please check the appropriate box below and include the document with this form:

- IRS letter of tax-exempt status - 501(c)(3) classification
- Charter issued by the Board of Regents under Section 216 Education Law
- Letter on official letterhead, signed by the appropriate county, city, town or village executive or departmental official, verifying the organization's status as an official agency thereof

For more information, please contact: Jessica Hunter 518-817-8612 (also Jessicahunter24@gmail.com), Betty Harper 518-312-6129 (also longtallgoodie39@gmail.com), or Terry Taylor (also taylor@SchenectadySchools.org). If you leave a voicemail please identify yourself.



The African-American Cultural Arts Center of the Capital Region

Hamilton Hill Arts Center



JUNETEENTH VOLUNTEER SIGN UP

Please complete and submit this form to the Hamilton Hill Arts Center, 409 Schenectady Street, Schenectady, NY 12307 by June 3, 2024. You can also sign up on the Hamilton Hill Arts Center's website, www.hamiltonhillartscenter.org

Name: _____

Phone (_____) _____ Email _____

Circle One: Student Adult Senior

I am available on Saturday, June 22 at the following time slots: (If you chose more than one slot, we will assign the slots based on need)

- 8 am – 11:30am (set up)
- 11:30am – 2:30pm
- 2:30pm – 5:30pm
- 5:30pm -8:30pm (clean up)
- I have supervisory experience

My shirt size is _____

- I will bring a group of volunteers. Number in the group _____

There will be a volunteer orientation on June 12, 6:30pm, Central Park in front of the Pavilion. Check the website for a rain site.

- I will attend the orientation