



Holiday Gift Festival

SPONSORSHIP & VENDOR PACKET

Saturday, December 6, 2025 10am-7pm

Sunday, December 7, 2025 10am-6pm

Navy Exchange Mall
Salt Lake, Hawaii





**PROMOTE YOUR
BRAND AND BUSINESS
TO THE MILITARY COMMUNITY**

The 1st Annual A VeryMerryFest Gift Fair will feature gift vendors, entertainment, features, and more!

December 6 & 7, 2025

Expected Attendance:
5-7,500 est.

SPONSORSHIP OPPORTUNITIES



Presenting Sponsor

\$10,000

1 ONLY

The PRESENTING SPONSOR package is the title sponsor of the show.

- Highly Visible 20' X 20' space in Prime traffic area of the floor.
- Banner Placements throughout high traffic area of the floor
- Exclusive Product or Service (based on products)
- Logo and Mentions in all print advertising
- Mentions in all radio advertising
- Media advertising
- Social media advertising: Facebook and Instagram

Co-Sponsor

\$5,000

2 ONLY

The CO-SPONSOR package will be in a highly visible premier area on the Showroom Floor and are mentioned in all the Advertising for the Show:

- Highly Visible 10' X 20' space in high traffic area.
- (Banner Placement – Hung on rafter in venue
- Logo and Mentions Promotion in all online and advertising
- Banner Display In Venue
- Marketing and Promotions in campaign

Zone Sponsor

\$3,000

4 ONLY

The ZONE SPONSOR Package are in highly visible areas on the Showroom Floor and are mentioned in all the Advertising for the Show.

- Highly Visible 10'x20' space in high traffic area.
- Banner Display in venue
- Logo Placement and Zone Promotion in all print, online, radio and media advertising
- Social Media tags & feature

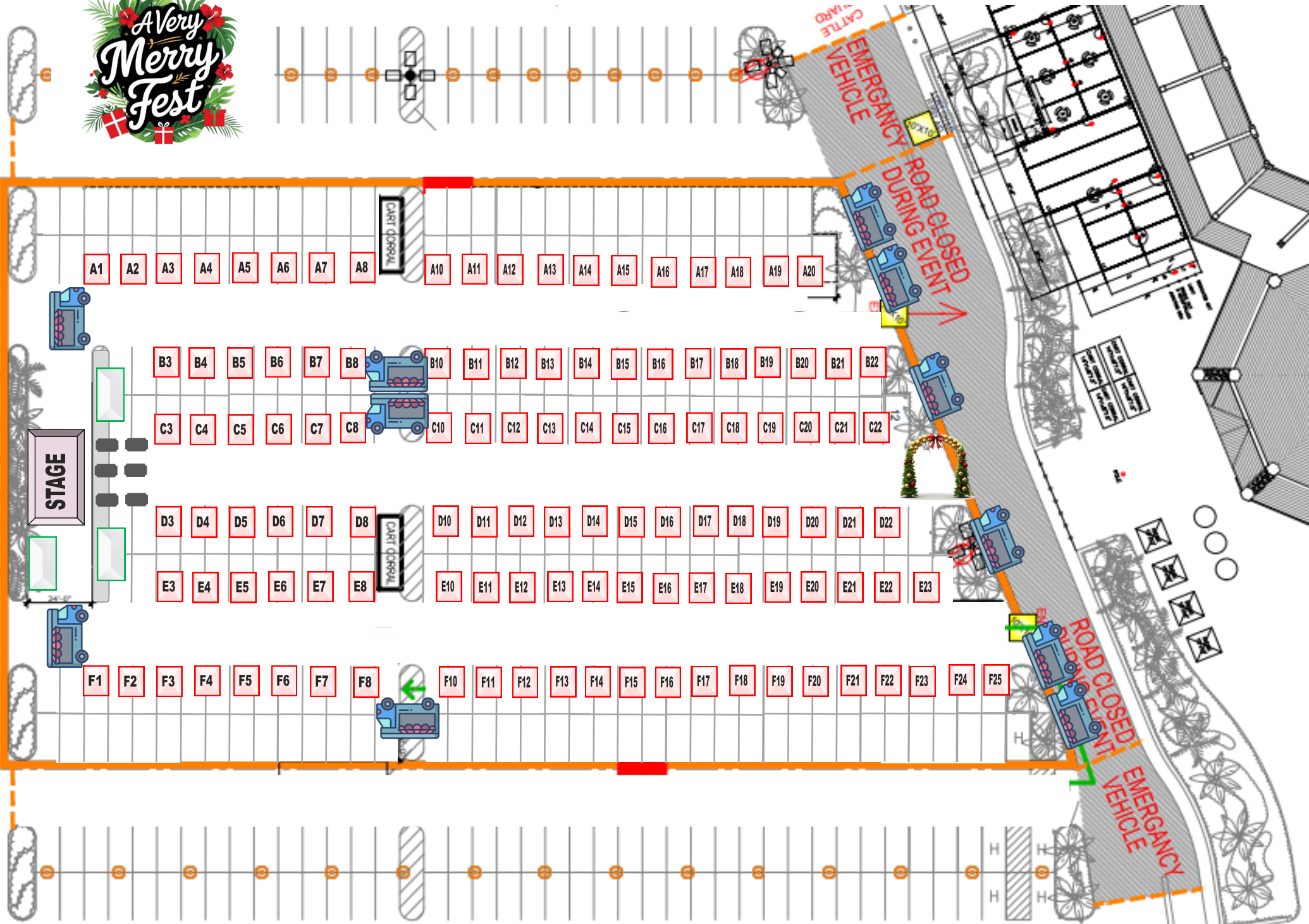
Stage Sponsor

\$2,000

1 ONLY

The STAGE SPONSOR Package will be in a highly visible area on the Showroom Floor and are mentioned in all the Advertising for the Show:

- Highly Visible 10' X 10' space in high traffic area.
- Banner Placement on Stage and name of entertainment zone.
- Exclusive Item in the Show Logo and Zone Promotion in all online and advertising
- Banner Display In Venue
- Marketing and Promotions in campaign





December 6 & 7, 2025

SPONSORSHIP & VENDOR APPLICATION FORM

Company/Organization Name _____

Contact Name and Title _____

Street Address _____

City _____ State _____ Zip _____ Email _____

GENERAL EXCISE TAX LICENSE#: _____

Phone _____ Cell _____ Website _____

SPONSORSHIP (*Sponsorship Package on a separate sheet*)

- ☐ Gold Sponsor - \$10,000.00 ☐ Silver Sponsor - \$5,000.00 ☐ Bronze Sponsor - \$2,500.00
☐ Please accept \$_____ as our donation to support the festival event.

OPEN FOOD VENDOR: SOLD OUT
HOT OR OPEN PLATE AND SPECIALTY DRINKS; FOOD TRUCKS

PACKAGED FOOD VENDOR: FILL OUT ATTACHED NAVY APPLICATION
SNACKS AND DESSERTS

- ☐ **Concession Tent - \$310.00** (*with your own 10'x10' tent. See attach Tent Guidelines*)

List Packaged Food Item: _____

10' x 10' individual tent. No Selling water, juice, soda.

BUSINESS VENDOR:
GIFTS, CRAFTS, PRODUCTS, SERVICES

- ☐ **Business Own Tent \$325.00** (*with your own 10'x10' tent. See attach Tent Guidelines*)

List Items/Service being sold: _____

COLLECTORS ALLEY VENDOR:
TRADING CARDS, COLLECTIBLES, GAMES, TOYS

- ☐ **Collectors Own Tent - \$285.00** (*with your own 10'x10' tent. See attach Tent Guidelines*)

List Items being sold: _____

- ☐ **Group Liability Insurance Buy - \$100.00** *Not Available for Hot Food & Concessions*

Sub-Total Amount \$

HI State General Excise Tax (4.712%) \$

Total Amount \$

- ☐ Check enclosed. (*Please make checks payable to Pacific Exposition Corp.*)

☐ Visa or ☐ MasterCard _____ Exp. Date _____

Name on Card _____ 3 Digit Sec Code _____

Billing Address _____ *I have read the terms and conditions and will abide by them.*

Signature: _____

Date: _____

GENERAL AGREEMENT AND TERMS & CONDITIONS

The Terms and Condition is between **PACIFIC EXPOSITION CORP. ("Pacific Expos")**, whose business address is 900 N. Nimitz Highway Suite 209 Honolulu HI 96817, and the Vendor identified above. As used in this agreement, Vendor shall include Vendor's contractors, employees, agents, and any other party acting at Vendor's direction.

WHEREAS, Pacific Expos is producing *A VeryMerryFest* ("Event") and Vendor is desirous of participating as Vendor has outlined in their completed and signed application form attached hereto and incorporated herein.

THEREFORE, in consideration of the agreements herein, the parties agree as follows:

1. Pacific Expos' responsibilities. Pacific Expos will provide the Exhibitor with the following: (a) Items listed in the application form and (b) The Pacific Expos has the sole and absolute discretion to determine (1) the placement of the sponsor logo; (2) the participation of other sponsors; and (3) whether any sponsor's activities and property are not in the best interest of the Pacific Expos, the Event and/or other sponsors.

2. No Warranty, Guaranty, or Indemnity. Pacific Expos' *A VeryMerryFest* does not warrant, guaranty or indemnify the Vendor for any claims that may be raised by anyone arising from this Agreement, the Vendor's participation in the Event, including without limitation, any taxes and other government requirements. Nor will Pacific Expos' *A VeryMerryFest* be liable to fulfill this Agreement if the Event is postponed or cancelled due to fire, Act of God, strike, authority of law, or any case beyond Pacific Expos' control, in which case the Pacific Expos has the sole and absolute discretion to determine whether it will return any refunds.

3. Vendor's responsibilities.

- a. The Vendor has paid the non-refundable fee as per application.
- b. Vendor acknowledges Pacific Expos does not have the insurance covering Vendor's property or people in Event. It is Vendor's sole responsibility to obtain interruption, property damage, personal injury, vandalism, theft and any other applicable insurance necessary to cover any losses, risks, or contingencies it might suffer at event. Pacific Expos shall not be held responsible for any losses Vendor may suffer prior, during, and immediately after Event.
- c. The Vendor will be open for show by designated time and will remain open until the close of the event.

d. The Vendor will clean up its space and remove all of its property from the event site no later than 10 PM. (Clean up and removal of property is not permitted prior to 9 PM).

e. The Vendor will comply with all Government statutes, rules, and regulations, including without limitation, the payment of all taxes. The Vendor will not interfere with the Event or other vendors by the use of excessive noise, bothersome lighting or other uses by Vendor. At Pacific Expos' request, Vendor will immediately remedy the offending situation.

f. For Food Vendors Only, in addition to the Vendor's responsibilities listed above, food vendors shall provide the following:

- i. Insurance. The Vendor will provide to Pacific Expos a legible copy of the certificate of liability insurance naming Pacific Exposition Corp. and Navy Exchange as additional insureds.
- ii. Permit. The Vendor will apply for a temporary food establishment permit (Permit) with the State of Hawaii Department of Health. The Vendor will provide Pacific Expos a legible copy of the Permit.
- g. Failure to comply with the provisions of the Vendor's Agreement shall affect your consideration for inclusion in future events.

4. The parties agree that nothing contained in this Agreement shall constitute either party as an agent, legal representative, partner, subsidiary, joint venture or employee of the other party.

5. Authorization to Use Marketing Materials. I hereby authorize Pacific Expos and its agents to usage of the provided logos and photographs at the Event, and Vendor name and likeness, for use in print, online and video-based marketing materials, as well as other publications promoting the Event.

This Agreement constitutes the entire, full, and complete agreement between the Pacific Expos and the Vendor concerning the subject matter hereof, and supersedes any other agreements or understandings, oral or written, with respect thereto that may ever have existed between the parties hereto. No amendment, change, or variance from this Agreement shall be binding on either party unless executed in writing. The Vendor has had the opportunity to have this Agreement reviewed by counsel of its own choosing.

This Agreement shall be governed by the laws of the State of Hawaii both as to interpretation and performance.

This Agreement must be accompanied by the completed and signed Application Form with payment.

PRIMARY RULES, FOOD RULES, AND TENT GUIDELINES FOR EVENT:

ADDENDUM TO GENERAL TERMS

1. SET-UP DATES AND TIMES: FRIDAY, DECEMBER 5, 2025; 5PM-8PM
SATURDAY, DECEMBER 6, 2025; 7AM-10AM
2. FESTIVAL DATES AND TIMES: SATURDAY, DECEMBER 6, 2025; 10AM-7PM
SUNDAY, DECEMBER 7, 2025; 10AM-6PM
3. CLEAN-UP DATE AND TIME: SUNDAY, DECEMBER 7, 2025; 6PM-9PM
NO OVERNIGHTS.
4. NO SALES OF BOTTLED WATER, JUICE, AND SODA.
5. **HOT FOODS SERVING VENDORS:**
 - A. YOU MUST PROVIDE A SPECIAL EVENT FOOD PERMIT AND INSURANCE.
 - B. PLEASE OBSERVE PROPER HYGIENE AND CLEANLINESS WHEN HANDLING FOOD.
 - C. YOU MAY COOK ON PREMISES BUT NEED TO ENSURE A MAT COVERING THE ASPHALT AREA WHERE YOU ARE COOKING AS TO AVOID DAMAGING THE PROPERTY.
 - D. FOR FOOD TRUCKS, YOU WILL ASSIGNED AN AREA OUTSIDE BUT CLOSE TO THE FESTIVAL GROUNDS AND YOU WILL NEED TO TRANSPORT THE FOOD TO YOUR DESIGNATED TENT.
 - E. YOU MUST HAVE 2 TYPES OF FIRE EXTINGUISHERS PRESENT IN YOUR COOKING AREA – K CLASS (SILVER) AND ABC CLASS (RED).
 - F. ALL PROPANE TANKS NEED TO IN A PLASTIC MILK CRATES.
6. **DRINK BEVERAGE CONCESSION VENDORS:** LEMONADE, BUBBLE TEA, ETC:
NO SERVING OF GLASS JARS.
7. TRASH, SPILLS, MISHAPS MUST BE TAKEN CARED OF BY THE VENDOR.
8. PLEASE CONVEY THESE RULES TO YOUR STAFF AND EMPLOYEES AS TO NOT TO HAVE ANY CONFUSION ON EVENT DAY. MUCH MAHALO!

OWN TENT GUIDELINES

Since it is the holiday season, you need to decorate your tent.

Examples



**White Top
Commercial Grade**

OR



**Logo
Tent**

REQUIREMENTS

MUST BE 10'X10' ONLY (NO MORE, NO LESS)

MUST HAVE STRAIGHT LEGS

MUST BE WHITE TOP ONLY

OR MUST BE A LOGO TENT (ANY COLOR)

MUST HAVE WEIGHTS FOR TIE DOWN (10LBS FOR EACH LEG)



Tent Weights



No Slanted Legs

PRE-PACKAGED FOODS SAMPLE APPLICATION

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

(Application requirements are outlined in Chapter 8, TB MED 530/NAVMED P-5010-1/AFMAN 48-147_IP)

OMB No. 0702-0132
OMB approval expires:
February 28, 2022

The public reporting burden for this collection of information, 0702-0132, is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

INSTRUCTIONS:

The application is completed by the operator of the temporary food establishment (TFE). Separate applications must be submitted for each independently operated establishment regardless if managed by a single operator. Submit completed applications to the regulatory authority at least 7 days before an event. In addition, each operator must provide:

- A drawing depicting the operational layout of the temporary food establishment. The drawing should provide orientation to the following activities/areas: food storage, food preparation/cooking, food service, warewashing (if applicable), and employee handwashing;
- A drawing of the entire event area depicting the TFE site in relation to the potable water supply, electrical sources, the wastewater disposal area, lavatories, etc.

1. DATE SUBMITTED (YYYYMMDD)

2. **NAME OF TEMPORARY FOOD ESTABLISHMENT**

3. **NAME OF OPERATOR OR OWNER**

4. **MAILING ADDRESS**

5. **TELEPHONE NUMBER**

6. NAME OF EVENT

7. DATE(S) AND TIME(S) OF EVENT/FOOD OPERATION

8. DATE AND TIME TFE WILL BE SET UP AND READY FOR INSPECTION:

9. **LIST ALL FOOD AND BEVERAGE ITEMS TO BE PREPARED AND SERVED.** Attach a separate sheet if necessary.

*NOTE: Any changes to the menu must be submitted to and approved by the Regulatory Authority at least **24 HOURS** prior to the event.*

(1)	(2)	(3)
(4)	(5)	(6)
(7)	(8)	(9)
(10)	(11)	(12)
(13)	(14)	(15)
(16)	(17)	(18)

10. Will all foods be prepared at the TFE site?

Yes – complete **Attachment A**

No* – complete **Attachments A and B**

* If No, the operator must identify the permanent food establishment where the food will be prepared; food establishments operating off the installation require additional assessment by the Regulatory Authority for approval.

11. Describe (be specific) how frozen, cold, and hot foods will be transported to the TFE (e.g., conveyance method & temperature controls):

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

12. How will food temperatures be monitored during the event?

13. Identify the sources for each meat, poultry, seafood, and shellfish item, and ice:

a. Item / Source

b. Item / Source

c. Item / Source

d. Item / Source

e. Item / Source

f. Item / Source

14. How many (total) food employees will be working at the TFE?

Using **Attachment C**, provide the names and phone numbers of all TFE workers (paid workers and volunteers).

15. How many handwashing facilities will be available for food employees? _____

Describe the location(s) and handwashing facility set up (type of device) to be used by the TFE employees:

16. Identify the potable water supply source and describe how water will be stored and distributed at the TFE. If a non-public water supply (well water) is to be used, provide the results of the most recent water tests.

17. Describe where utensil washing will take place. If no facilities are available onsite, describe the location of back-up utensil storage.

18. Describe how and where wastewater from hand washing and utensil washing will be collected, stored, and disposed:

19. Describe the number, location, and types of garbage disposal containers at the TFE and the event site:

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

20. Describe the floors, walls, ceiling surfaces, and lighting within the TFE:

21. Additional information about the TFE that should be considered:

Number of attached continuation pages: _____

22. APPLICANT STATEMENT: I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior permission from the Medical Authority or designated representative and the event sponsor may nullify final approval.

a. **APPLICANT/OWNER SIGNATURE:**



b. Date:

c. **CO-APPLICANT/CO-OWNER SIGNATURE:**



d. Date:

23. REGULATORY AUTHORITY: Approval of these plans and specifications by this Regulatory Authority does not indicate compliance with any other code, law or regulation that may be required (i.e., Federal, state, or local). Furthermore, it does not constitute endorsement or acceptance of the completed establishment (structure or equipment). A pre-opening inspection of the food establishment with equipment in place and operational will be necessary to determine if it complies with the Tri-Service Food Code and local and state laws governing food service establishments.

Approved

Date (YYYYMMDD):

Disapproved

Date (YYYYMMDD):

Establishment Restrictions:

Reason(s) for Disapproval:

24. AUTHORIZED DATES TO OPERATE

25.a. REVIEWER (Print full name and rank)

b. TITLE

c. SIGNATURE

d. DATE

ATTACHMENT A - FOOD PREPARATION AT THE TEMPORARY FOOD ESTABLISHMENT

INSTRUCTIONS: Indicate "N/A" if the action is not applicable to the operation. Where applicable, identify the type of method used and the name of the equipment used to conduct the action.

1. Food Item	2. Thaw (How and Where?)	3. Cut/Wash/ Assemble (Where?)	4. Cold Holding (How and Where?)	5. Cook (How and Where?)	6. Hot Holding (How and Where?)	7. Reheating (How?)	8. Commercial Pre-Portioned Package (Y/N)

ATTACHMENT B - FOOD PREPARATION AT PERMANENT FOOD ESTABLISHMENT SUPPORTING THE TFE

INSTRUCTIONS: Indicate "N/A" if the action is not applicable to the operation. Where applicable, identify the type of method used and the name of the equipment used to conduct the action.

1. Food Item	2. Thaw (How and Where?)	3. Cut/Wash/ Assemble (Where?)	4. Cold Holding (How and Where?)	5. Cook (How and Where?)	6. Hot Holding (How and Where?)	7. Reheating (How?)	8. Commercial Pre-Portioned Package (Y/N)

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APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT*(Application requirements are outlined in Chapter 8, TB MED 530/NAVMED P-5010-1/AFMAN 48-147_IP)*OMB No. 0702-0132
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1. DATE SUBMITTED (YYYYMMDD)**2. NAME OF TEMPORARY FOOD ESTABLISHMENT****3. NAME OF OPERATOR OR OWNER****4. MAILING ADDRESS****5. TELEPHONE NUMBER****6. NAME OF EVENT****7. DATE(S) AND TIME(S) OF EVENT/FOOD OPERATION****8. DATE AND TIME TFE WILL BE SET UP AND READY FOR INSPECTION:****9. LIST ALL FOOD AND BEVERAGE ITEMS TO BE PREPARED AND SERVED.** Attach a separate sheet if necessary.*NOTE: Any changes to the menu must be submitted to and approved by the Regulatory Authority at least **24 HOURS** prior to the event.*

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APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

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APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

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b. Date:

c. CO-APPLICANT/CO-OWNER SIGNATURE:

d. Date:

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Approved

Date (YYYYMMDD):

Disapproved

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ATTACHMENT B - FOOD PREPARATION AT PERMANENT FOOD ESTABLISHMENT SUPPORTING THE TFE

INSTRUCTIONS: Indicate "N/A" if the action is not applicable to the operation. Where applicable, identify the type of method used and the name of the equipment used to conduct the action.

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