

Dear Friend,

I am pleased to welcome you to host a booth at the **6th Annual Glendale Health Festival** on Saturday, November 7, 2015. I am delighted that you will be able to provide information to our participants regarding the services you provide and the potential benefits to their health.

This very successful community and health event raises awareness of vital medical issues related to the whole family.

Here is some relevant information that will help ensure the success of your participation in this health festival.

Booth Set-up

Date: Saturday, November 7, 2015

Time: 8:00 – 9:00 a.m.

Location: Glendale Civic Auditorium 1401 N. Verdugo Road, Glendale, CA

Room: *Auditorium*

Table: **The tables are 8 ft long; tablecloth and 2 chairs will be provided**

SPACE IS LIMITED, ALL VENDORS WILL BE GIVEN 8 FOOT TABLE WITH 3 CHAIRS. If you believe you require extra space *within reason*, it may be granted to you with prior approval from the GHF committee. *We will **not** accept requests for additional space on the date of the event.* Please contact Hasmik at 818.943.4274 with your request.

General Information about the Health Festival

Date: Saturday, November 7, 2015

Time of the Health Festival: 10:00 a.m. – 3:00 p.m.

Please plan to be in place by 9:30 a.m. to greet our attendees.

Check-In: Please check in with Hasmik Keyribarian to confirm that you are ready to set up your booth and to receive your booth number. Please go to your assigned space and set up.

Your Assigned Space

You may not switch spaces. If you have any questions, or concerns about your location, please see Hasmik. She will have her cell phone (818.943.4274) with her at all times. The booth must *never* be left unattended. Please plan accordingly to have someone there at all times from 9:00 a.m. to 3:00 p.m.

Lunch

The caterers will bring lunch to you at the booth around 11:45 a.m.

You can tear down your booth at 3:00 p.m.

Parking

The parking is FREE, please park at the garage structure.

If you have any questions, please contact Hasmik Keyribarian at 818.943.4274 or info@aams.com. We look forward to a successful, enjoyable event.