



**SOUTH FAYETTE**  
T O W N S H I P  
A Community Growing Together

**SOUTH FAYETTE COMMUNITY DAY**

presented by South Fayette Township & Washington Financial Bank

**Sponsor & Vendor Registration - 2026**

Register online at [SouthFayettePA.com/recreation](http://SouthFayettePA.com/recreation)

Paula Willis, Parks & Recreation Director: [pwillis@sftwp.com](mailto:pwillis@sftwp.com) / 412-221-8700 x 217

Ian McNeill, Recreation Coordinator: [imcneill@sftwp.com](mailto:imcneill@sftwp.com) / 412-221-8700 x 222

Andrea Iglar, Communications Director/Magazine/Advertising: [aiglar@sftwp.com](mailto:aiglar@sftwp.com) / 412-221-8700 x 231



**Saturday, August 22, 2026 • 11 AM – 5 PM • Fairview Park**

Date: \_\_\_\_\_ Name of Company/Organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Website \_\_\_\_\_

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

Address \_\_\_\_\_ City/St/Zip \_\_\_\_\_

I am signing up for:

- Vendor Booth Space only (no sponsorship)     Sponsorship with booth space     Sponsorship only (no booth)

Booth Description (items sold, activities): \_\_\_\_\_

**VENDOR SPACE OPTIONS** \*Nonprofits : Provide EIN/Tax ID #: \_\_\_\_\_

| Select all that apply | Vendor Type   | Fee (per space)         | Total Fee |
|-----------------------|---|-------------------------|-----------|
|                       | Nonprofit* Booth (Resident) 10' frontage                              | \$25                    |           |
|                       | Nonprofit* Booth (Non-Resident) 10' frontage                          | \$50                    |           |
|                       | Craft Vendor or Direct Sales (Limit 10 vendors accepted) 10' frontage | \$50                    |           |
|                       | Professional / Business 10' frontage                                  | \$100                   |           |
|                       | Food Vendor (no electricity) 15' frontage                             | \$100                   |           |
|                       | Food Vendor (with electricity) 15' frontage                           | \$175                   |           |
|                       | Each Additional Space   | Add ½ fee               |           |
|                       | Late Fee (after July 31)  | Add \$25 per space      |           |
|                       | Sponsorship (includes 1 booth space)                                  | See sponsor chart below |           |
|                       |   | <b>GRAND TOTAL</b>      |           |

Layout & setup surfaces may change in 2026 due to park construction. Vendor spaces are first come, first served. We may limit the number of booths with similar purposes. Vendor spots have approx. 10 feet of frontage (10'x10' tent). Food vendors have 10-30 feet of frontage. **Vendors must supply these items: tent, table, chairs, electricity.** A limited number of food vendor spots with electricity are available for an additional fee. Otherwise, bring your own generator. If payment is received after 7/31/26, a late fee of \$25 per space must be applied. Food vendors must provide proof of insurance. No refunds due to vendor cancellation or weather. Event is rain or shine. Vendor layout and space number will be supplied to you no later than 1 week before the event. Vendors must stay for the entire event period (11 AM – 5 PM). No soliciting outside your booth space.  
Setup: 7 AM – 10 AM    Cleanup: After 5 PM

**SPONSOR OPTIONS & BENEFITS**

| SELECT ✓ SPONSOR LEVEL >>  | Green       | Emerald           | Platinum          | Diamond           | Gold          | Silver        | Bronze        |
|--|-------------|-------------------|-------------------|-------------------|---------------|---------------|---------------|
| <b>Levels &amp; Benefits</b><br><small>Multiple organizations can register for every level, including Green. Sponsorships accepted thru July 31.</small> | \$2,500     | \$2,000 - \$2,499 | \$1,500 - \$1,999 | \$1,000 - \$1,499 | \$500 - \$999 | \$250 - \$499 | \$200 - \$249 |
| Name Announced throughout Event  | ✓           |                   |                   |                   |               |               |               |
| Logo on Event Bag  | ✓           | ✓                 |                   |                   |               |               |               |
| Directed Sponsorship Sign  | Main Stage  | Community Stage   | Game Tent         |                   |               |               |               |
| Logo on Official Poster (Due June 30)  | ✓           | ✓                 | ✓                 | ✓                 |               |               |               |
| Individual Facebook Shout-out  | ✓           | ✓                 | ✓                 | ✓                 |               |               |               |
| Free Ad in SF Connect Magazine   | Full Page   | 2/3 Page          | Half Page         | Quarter Page      | Business Card |               |               |
| Event T-Shirts (Due Aug. 10)   | Logo        | Logo              | Logo              | Logo              | Name          |               |               |
| Website & Social Media   | Logo & Link | Logo & Link       | Logo & Link       | Logo              | Name          | Name          |               |
| Sponsor Signs  | Logo        | Logo              | Logo              | Logo              | Name          | Name          | Name          |
| Event Programs   | Logo        | Logo              | Logo              | Logo              | Name          | Name          | Name          |
| "Thanks for Giving" Sponsor Luncheon   | ✓           | ✓                 | ✓                 | ✓                 | ✓             | ✓             | ✓             |
| Vendor Space Included (if desired)   | ✓           | ✓                 | ✓                 | ✓                 | ✓             | ✓             | ✓             |

Magazine ad deadlines: [southfayettepa.com/ads](http://southfayettepa.com/ads)

**REGISTRATION & PAYMENT OPTIONS**

1. Register online at [www.SouthFayettePA.com/recreation](http://www.SouthFayettePA.com/recreation) (processing fee applies) **OR**
2. Complete and return (1) the Vendor/Sponsor Form, (2) the signed Release and Indemnification Form, and (3) a check, made payable to **South Fayette Township**, no later than **July 31, 2026**, to:  
**South Fayette Township / Parks and Recreation Dept. / 100 Township Drive / South Fayette, PA 15017**



I/we, \_\_\_\_\_, as a participant in South Fayette Community Day scheduled to be held on Saturday, August 22, 2026, in Fairview Park in South Fayette Township, Allegheny County, Pennsylvania, do hereby agree to the terms in this agreement.

I/we release and forever discharge South Fayette Township, South Fayette Community Day volunteers and individual agents, attorneys, and assigns from any and all actions, claims, and demands for, upon or by reason of any damage, loss, injury or theft which may be sustained by me/us during South Fayette Community Day.

This release extends and applies to and covers all known, unknown, unforeseen, and unanticipated injuries, damages, loss and liability, and consequences thereof. The provisions of any state or federal law providing that this release does not extend to claims, demands, injuries or damages, which are unknown or unsuspected to now exist, are hereby expressly waived.

I/we further agree to indemnify and defend the above named parties from, and reimburse said parties for, any cost, claim, loss, or liability suffered directly or from a third-party claim arising out of or related to any activity of mine/ours during or in connection with the South Fayette Community Day in my/our possession or control. The above named parties shall have no liability to me/us for any injury, loss, theft or damage caused by third parties during or in connection with the South Fayette Community Day.

I/we understand that pictures may be taken of myself and/or my booth and can be used for township publication, social media and any public relations purpose.

If I/we participate in the event with a vendor space, I/we agree to the following vendor guidelines and requirements:

1. Vendors will cooperate with all instructions provided by Community Day event staff. (When vendors arrive for setup, event staff will direct vendors to their booth space and provide parking instructions.)
2. Vendors are responsible for properly and safely securing their tents and other equipment.
3. **Setup Hours: 8 AM-10 AM.** Vehicles must be removed from event area by 10:15 AM. Late arrivals are **not** permitted to take a vehicle to the booth space.
4. **Cleanup Hours: after 5 PM. Vendors must remain for entire event period.** Vendors that end operations early will forfeit future opportunities for priority event registration.
5. For pedestrian safety, no vehicles are allowed in the event area until **after 5 PM.**
6. All **food vendors must provide proof of insurance** with South Fayette Township listed as 'additional insured.'
7. **No golf cart load-out** requests will be granted until after 5 PM.
8. Vendors will not distribute or sell materials, or solicit in any way, outside of their designated booth areas.
9. Only the business/organization that registered for the booth space may advertise using the booth space.

**BY SIGNING, I/WE ACKNOWLEDGE THAT I/WE HAVE CAREFULLY READ THIS RELEASE AND INDEMNIFICATION AGREEMENT. I/WE UNDERSTAND THE POTENTIAL DANGERS AND THAT I/WE ARE WAIVING CERTAIN RIGHTS AND ASSUMING THE RISK OF DAMAGES FROM MY/OUR PARTICIPATION.**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

If typing or entering my name on the "Signature" line, I agree that the entry constitutes my electronic signature and has the same force and effect as my handwritten signature.