EL FESTIVAL PUERTORRIQUEÑO DE ROCHESTER, INC

PUERTO RICAN FESTIVAL OF ROCHESTER, INC.

130 North Winton Road P.O. Box 10098 Rochester, New York 14610 585-234-7660
http://www.prfestival.com

To Whom It May Concern:

It's that time of year again! This year's 39th Puerto Rican Festival will be held August 1st through August 3rd at the Frontier Field VIP Parking Lot.

The organizers of the Puerto Rican Festival would like you to be a part of the Agency Fair. If you are interested in becoming a part of the Agency Fair for the 2008 Festival, please read and fill out the enclosed application carefully. (*Space is limited and is on a first come, first served basis)*

The cost is $35.00. This fee will cover the cost of the rental of the tent and tables and is non-refundable.

Please note:

- The hours of the Agency Fair will be:
  Saturday, August 2nd, 2008 1:00pm - 5:00pm
- Agency representatives need to arrive at 12:30 for set up. If you arrive after 3:00pm, you will be charged the entrance fee for the day. If anyone leaves the festival grounds after 3pm, they will be charged the entrance fee to re-enter the festival. There will be no exceptions.
- Maximum 3 people (employees only with proper ID) allowed per table at all times.
- Agencies are expected to provide and/or establish a resource for the Rochester community. This may be done by providing educational material such as handouts, pamphlets, etc., (anything that may represent the agency and services it provides).
- Raffles are permitted but the winners are to be notified by mail or telephone outside of festival grounds.
- ALL agencies are prohibited from selling of goods/ merchandise.
- The deadline for submission of the application and fee is **June 30th, 2008**. Remember, its first come, first served, so please plan accordingly.

I thank you in advance for your continued support and please remember that our Agency Fair's main goal is to inform our community of the resources that exist for all groups of people regardless their age, gender and race. Once again on behalf of the Puerto Rican Festival Inc., thank you!

Please contact me if you have any questions at 585-474-1035.

Sincerely,

Yvonne R. Salgado
Agency Fair Coordinator