

Hello to all of our Bird Fair Vendors and Advertisers,

Hoping you are off to a great start in this New Year. At RDCBS we are getting ready for our 29th Annual Pet Bird Fair. We are excited and looking forward to a successful fair.

This year I will be the Vendor Coordinator for the bird fair. Melody Appleby has retired after doing a great job as coordinator for many years and now has handed the job over to me. I look forward to working with you and will do my best to take care of your needs and requests. Please feel comfortable contacting me with any questions or concerns you may have.

Our fair this year is being held on May 27th, 2017 and we are looking forward to it being the best one ever.

Many of you have donated to us in the past and I wish to say “Thank you”. Your participation and generosity are appreciated and have helped us raise funds to be donated to various organizations, throughout the world, in an effort to support avian research.

Enclosed is the entire packet for the fair. Advertising, Vendor and of course, Raffle.

If you are getting ready to do “Spring Cleaning” in the warehouse or around the house and you find that there are “leftovers” from sales or promotions taking up valuable space ...send them to us!!!

And we will put everything you send to good use at the Raffle!!!

Come early enough on Friday to get set up and then join us for our potluck supper. We start eating at 7pm.

We serve up some wonderful food and lots of Southern hospitality. You won't go away hungry!!

If you have any questions please feel free to call me (919) 763-9236 or email me at leigh_calhoun@nc.rr.com

Looking forward to seeing you Friday night at the potluck and Saturday at the fair.

Sincerely,

Leigh Calhoun

Raleigh-Durham Caged Bird Society
PO Box 32291
Raleigh, NC 27622

January 2017

TO: VENDORS, ADVERTISERS, & RAFFLE DONORS

FROM: PET BIRD FAIR COMMITTEE:

JOHN MARQUIS, CHAIRMAN- (919) 266-0906: webmaster@rdcbs.org

JUDY CALHOUN, ADVERTISING COORDINATOR- (919) 488-7949: jcalhoun5@nc.rr.com

LAURA BARWICK, RAFFLE CHAIRMAN- (919) 876-8192

LEIGH CALHOUN, VENDOR COORDINATOR- (919) 763-9236: leigh_calhoun@nc.rr.com

SUBJECT:

RALEIGH-DURHAM CAGED BIRD SOCIETY (RDCBS)

TWENTY-NINTH PET BIRD FAIR

DATE: SATURDAY, MAY 27, 2017

HOURS: 9:00 AM to 5:00 PM

LOCATION: Raleigh, NC – Kerr-Scott Building, North Carolina State Fair Grounds

To reach this building, use gate #11, off Blue Ridge Road.

For directions to the fair grounds-<http://www.ncstatefair.org/events/calendar.htm>

GENERAL INFORMATION:

The major purposes of our (FREE) Pet Bird Fair are to provide public education regarding the care of pet birds, and to raise funds to support projects in one or more of the following areas:

1. Research in avian biology / psychology / medicine.
2. Conservation of parrots in the wild and / or conservation of their natural habitat.
3. Public education regarding the conservation of parrots in the wild and / or conservation of their natural Habitat.

Our bird fair includes the “Birds from Around the World” exhibit, bird supplies and products and our traditional giant fund-raising raffle. Our typical attendance of *around 2000* people for 2016 allowed us to help three separate avian projects: Sylvan Heights Bird Park working to add more tours at their facility, Phoenix Landing Foundation’s medical research regarding mutilation and feather destructive behavior, and Dr. Greg Burkett’s work on avian prosthetics and reconstructive surgery.

LODGING:

Ramada
1502 Blue Ridge Road Raleigh, NC 27607
(919) 832-4100

Campsites are available at the NC State Fairgrounds if you are arriving with a camping trailer or motor home.

<http://www.ncstatefair.org/facilities/rvaccess.htm>

PARTICIPATION OPTIONS:

1. Rent table space for your commercial display / sales booth.

The following pertains to the Bird Fair: Each initial space is 10’ X 10’ and will be rented at \$100.00 with one table and 2 chairs. Each table measures approximately 8ft. X 30 in. Each additional space is 8 feet wide by 10 feet deep @ \$80.00. (**Additional space does not come with extra table**) Deduct 10% for payments received by **April 15, 2017**. Allocation will be in order of payments received. Reserve your space(s) by returning the enclosed application form and your payment (**checks payable to RDCBS**) Mail to: **Leigh Calhoun 1108 Fairway Drive Clayton NC 27520**.

Or if paying by PayPal, use PayPal@RDCBS.org (“Vendor Space” in comment section) and place Confirmation # on space on Vendor form.

After **April 15, 2017**, spaces will be reserved only upon receipt of certified check, money order or PayPal. The Kerr-Scott Building will be open for vendor setup from 3:00 PM to 9:00 PM on Friday evening, May 26, 2017 and Saturday morning, May 27, 2017 at 7:00 AM. The fair will open to the public at 9:00 AM and setup should be completed before that time.

2. Advertise in the “Guide to RDCBS”

The handbook “Guide” is published each year and will be distributed free to visitors at this fair and at other RDCBS events. Advertisements for this publication may be in the form of classified ad-style line text, or direct copy of your business card or larger artistic (camera - ready) layout. Page size is 8.5” X 11” with 1” margins. Advertising rates are listed on the attached form.

One-of-a-Kind locations in the handbook (i.e. centerfold and inside or outside cover spots) may be reserved by advance payment only.

Ad copy and your payment (**checks payable to RDCBS**) should be sent to:
Laura Marquis
3417 Duveneck Drive Raleigh, NC 27616
on or before **April 15, 2017.**

Or, if paying by PayPal, use PayPal@RDCBS.org (“Advertising” in comment section) and place Confirmation # in the space on Advertising form.

3. Donate item(s) for the raffle. Any large or small bird-related items will be greatly appreciated. A few examples of items which have been successful in previous raffles include: product gift certificates, bird cages, stands, bird toys, bird food, bird books, puzzles, etc.

***Non-bird related items of general interest also make great raffle items.**

NOTE: Birds will not be accepted for the raffle.

**Please fill in the attached raffle donation form and send all raffle items to:
Leigh Calhoun 1108 Fairway Drive, Clayton NC 27520**

Donors whose contributions are received by **April 15, 2017**, will be acknowledged in an insert to our Bird Fair Handbook. Note also, the RDCBS is a tax-exempt non-profit organization in accordance with IRS tax code section 501(c)(3). Thus, your donations to the RDCBS are tax-deductible.

Vendors and Exhibitors setting up on Friday evening are invited to an on-site potluck supper, at 7pm that will be hosted by the RDCBS club members.

RDCBS’ rules regarding bird sales:

FOR VENDORS:

1. **Vendor check-in** for all birds is Saturday morning **only** from 7:00 am until 8:55am.
2. (This includes personal pets) No birds may be left in the building overnight.
3. North Carolina requires that all birds for “**sale**” coming from out-of-state are to have a health certificate from the state in which they reside and a North Carolina issued permit number.
4. Permit numbers will be issued by the State Veterinarians Office, free of charge, (919) 733-7601 one number per vendor.
5. We will have an on-site veterinarian who will evaluate each bird (for pet birds and birds for sale). There is no charge for this evaluation; however, the veterinarian will have the authority to refuse admittance to any bird(s) judged to have signs of illness. Vet check forms will be available Friday night for your convenience.
6. Bird sales will be by vendor only.
7. Except for finches, all birds sold by a vender must be domestically bred.
8. **Sale of un-weaned baby birds is not permitted.**
9. **Under NO circumstances will poultry be allowed at the fair!**
10. RDCBS does not allow the sale of Hybrid birds at our Bird Fair.

If you have additional questions about **vendor spaces**, please contact our Vendor Coordinator, Leigh Calhoun.

VENDOR FORM

RALEIGH - DURHAM CAGED BIRD SOCIETY (RDCBS)
 Twenty-Ninth Pet Bird Fair
 MAY 27, 2017

Name: _____

Company Name: _____

Address: _____

Phone Number: () _____

E-mail Address: _____ Publish in Handbook: Yes No

Item description	Price / ea	Qty	Total
Space Fee (includes 10' x 10' area, 1 – 8'x 2.5' table and 2 chairs) -----	\$ 100.00		\$
Additional Space Fee (8' x 10' area) (table not included) -----	\$ 80.00		\$
Additional Tables -----	\$ 5.00		\$
LESS 10% for payment received prior to April 15, 2017 -----	\$		\$ -
<u>Placement made after payment received</u>			
Total space fee enclosed -----			\$

Types of Products for Sale: _____

Please let us know if you need more than 2 chairs (no charge) _____

Do you require an electrical outlet? (No Charge) _____

****PERMIT NUMBER required for out-of-state vendors bringing birds to be sold (required by NC Dept. of Agri. for birds transported from out of state (919) 733-7601)**

_____ (Will need to be shown upon arrival)

“I agree to abide by the RDCBS’ rules regarding the bird sales, as attached and printed in the RDCBS’ Bird Fair Handbook:”

Signature : _____

Please return this form with your payment to:

Leigh Calhoun
 1108 Fairway Drive Clayton NC 27520

Make **checks payable to RDCBS** or pay via Paypal: Paypal@RDCBS.org (“Vendor Space” in comments).

****To be included in the FREE list of commercial vendors and advertisers in the bird fair handbook the vendor payment must be received by April 15, 2017.**

PayPal Transaction Id# _____

Payments received after **April 15, 2017** must be in the form of a certified check, money order or PayPal.

(Placement made after payment received)

ADVERTISING FORM

FOR INCLUSION IN
"Guide to RDCBS' Twenty-Ninth Pet Bird Fair"

May 27, 2017

Name _____

Company: _____

Address: _____

Phone #: () _____

E-Mail Address: _____

Please include the enclosed **camera-ready advertisement** in the Bird Fair Handbook:

Two - Page Centerfold -----	\$ <u>200.00</u>	\$ _____
Inside front cover or Inside back cover -----	\$ <u>125.00</u>	\$ _____
Outside back cover -----	\$ <u>175.00</u>	\$ _____
Other full page -----	\$ <u>75.00</u>	\$ _____
Half page -----	\$ <u>50.00</u>	\$ _____
Quarter page -----	\$ <u>35.00</u>	\$ _____
Business card / line text (not to exceed business card size)	\$ <u>25.00</u>	\$ _____
Total amount enclosed -----		\$ _____

Make **checks payable to RDCBS** or pay via Paypal: Paypal@RDCBS.org ("Advertising" in comments)

****To be included in the FREE list of vendors and advertisers in the bird fair handbook the advertising payment must be received by April 15, 2017.**

PayPal Transaction Id # _____

Advertising copy and payment should be sent to:

Laura Marquis
3417 Duveneck Drive
Raleigh, NC 27616

Advertising copy and payment must be received by April 15, 2017.

Note: "One-of-a-Kind" locations in the handbook (i.e. centerfold and inside or outside cover spots) must be reserved by advance payment only.

RAFFLE FORM

RALEIGH - DURHAM CAGED BIRD SOCIETY (RDCBS)
Twenty-Ninth Pet Bird Fair
MAY 27, 2017

Name: _____

Company Name: _____

Address: _____

Phone Number: () _____

E-Mail address: _____

I have enclosed the following item (s) for the raffle:

***REMINDER: Raffle items do not have to be “bird” related. ***

Please return the list of raffle items and business cards, to attach to them, with this form to:
Leigh Calhoun, RDCBS Vendor Coordinator
1108 Fairway Drive
Clayton, NC 27520

All completed raffle forms received by April 15, 2017 will be listed in the Bird Fair Handbook .
Donations to the RDCBS are tax-deductible. Donations can be sent with completed raffle form or can be delivered to the Raffle Chairman upon arrival at the show.