



"The Annapolis Valley Apple Blossom Festival aims to be the premier family festival in the country"

Event Request Guide

Dear Festival Partners,

If your community would like to request that an Apple Blossom Festival event for an existing event such as; Official Opening, Valley Tea, etc be held in your community OR to create your own "Sanctioned ABF Event" then please follow these guidelines for submission to ABF Board.

Please note in your submission to the ABF Board

1. Written Request outlining event concept, location, time frame, organizers and with designated volunteers to come before the Board to present such are a request with a special note on value of this event to Festival and your community.

2. Details should include the following:

- Venue that could hold 200 – 300 people
- Entertainment – described & named, if any
- Organization of the entire event with ABF final approval
- Sell tickets and promotion of this event along with the ABF
- Free tickets to be included in ABF promotions
- Refreshments to be served
- Split of "gross proceeds" with ABF on a 50%/50% basis

The above information is to be supplied in a letter from your town/village/community and signed by the Mayor/Village Chair/or representative appointed by your community. In return, your community and venue will be promoted on ABF website, media listings of events, usually leading up to and during the Festival. Please note that your contact for assistance with an event such as this would be our Events Director as listed on our website.

We thank you for your interest as we promote our uniquely Valley communities.

ANNAPOLIS VALLEY APPLE BLOSSOM FESTIVAL

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