

Sample Event Vendor Invite Packet

Event Logo Here

Date

Dear Health Advocate:

Thank you for your consideration of sponsorship and/or vendor participation for the **(Name of Event)**. Several organizations in the community have partnered together to provide a day of “public awareness”; focused on the importance of dental health awareness, health information, health screenings, nutrition and healthy lifestyle choices. What is exciting about this event is that it is **FREE** to the public and will provide access to resources that may not otherwise be available to some. Below is a partial list of the services and resources to be provided:

Event Date, Time & Location:

Adult Dental Screenings
Fitness Information
Kids Play area
Nutrition Information

Blood Pressure, BMI and other health screening
Health Resource Information
Presentations and Demonstrations

Interpreters will be available for our Hispanic, Punjabi and Hmong

Along with the services provided above, this will be a fun day full of healthy foods, entertainment and activities for the youth. Because this event is health oriented we support these efforts by ensuring this event **“is a tobacco, sugar sweetened beverage and candy free.”** Details on how to participate at the event are included in this package/email. The community would greatly appreciate your support and so would we!

The **(Name of Event)** is free to the public, but we need your support to make that happen. Below are several sponsorship levels to choose from. If you would like to become a sponsor or offer services as a vendor, please fill out the attached application on the following page. We hope you will join other community partners to bring awareness to the importance of living a healthy life and the importance of working together to make our community a healthier place to live work and play. Any support you can provide is greatly appreciated.

Sincerely,
Planning Committee

Event Logo/Sponsors Here

SAMPLE Organization Policy Language

Logo Here

Whereas:

_____ (organization, worksite, club, church, school, etc.) is concerned about the health of our _____ (employees, members, kids, youth, and families);

Whereas:

Chronic diseases such as heart disease, stroke, cancer and diabetes are among the most common, costly and preventable of all health problems in Sutter County. Chronic diseases such are largely affected by what we eat, how physically active we are and how supportive our communities are in helping us make healthier food and physical activity choices;

Therefore:

Effective _____ (today's date), it is the policy of _____ (organization's name) that all activities and events (i.e. meetings, potluck events, catered events, community sponsored events, health fairs, 5K runs etc.) sponsored or supported by this organization will always include opportunities for healthy foods, beverages and physical activity by:

Offer water as a beverage option and omitting sugar-sweetened beverages such as soda, sports drinks, energy drinks and other drinks with added sugar

Offer at least one fruit and/or vegetable option such as baby carrots, tomatoes, oranges, grapes, bananas, apples, raisins

Offer lower-sodium foods – High sodium is often found in processed foods, such as pizza, cured meats such as bacon, sausage and hot dogs. Fresh foods are generally lower in sodium.

Offer fat-free/low-fat milk and dairy products. Examples include skim, nonfat or 1% milk; low-fat and fat-free yogurt

Offer snacks that are nutrient rich such as unsalted nuts, dried fruit, whole grain pretzels, veggie & fruit trays

Offer foods made from whole grains. Examples include whole-grain crackers, breads and pastas

Purchase locally grown foods when available. Foods grown locally and purchased in-season are often more fresh, tasty, less expensive and helps support your local economy

Support local restaurants and/or caterers where healthy choices are available

Discourage the distribution of candy

Encourage individuals to take walking breaks throughout the day

Incorporate stretch breaks and movement during meetings

Amend existing policies event/vendor policies to include the following language *“Sugar-sweetened beverage, candy and tobacco free event”*

Organizational leadership will serve as role models that encourage and support healthy food and physical activity.

(Organization leader signature)

(Date)