



Saturday, July 18th, 2009 – Governors Island

ALLIANCE PARTNER INFORMATION FORM

We are delighted that you have decided to join the Metropolitan Waterfront Alliance for the Alliance Partner Fair at City of Water Day. This will be a great way to connect with thousands of waterfront enthusiasts.

Non-profit Alliance Partners may have tables at the fair for free.
Our for-profit rate for exhibit space is a donation of \$500 or \$500 worth of giveaways.

To ensure that your organization is listed in the festival program, we must have your registration in our office no later than July 2nd. In addition we cannot guarantee that we will have the space to accommodate your organization unless you submit the enclosed form by that date.

We welcome your presence and look forward to hearing from you ASAP.

Return this form to Louis Kleinman either through email (preferable):

lkleinman@waterfrontalliance.org or fax (212) 935-3193

or mail (allow enough mailing time):

Metropolitan Waterfront Alliance, 457 Madison Avenue (5th fl), New York, NY 10022.

If you have any questions call Louis at (212) 935-9831 ex: 279.

WHAT TO EXPECT

This year at City of Water Day, activities including the Alliance Partner Fair will be headquartered in beautiful Nolan Park on Governors Island from 10am-4pm. We will provide you with a map and a final program of events, plus information regarding where you will set up your table on Saturday morning, July 18, 2009.

1. **To set-up: Plan to be on the 9am ferry** leaving from the Battery Maritime Building at 10 South Street in lower Manhattan. Make sure to provide the names of people taking the 9am ferry on this form. Remember to let us know about new names if the names change between now and the event.
2. The park is quite leafy but you may want to bring a tent for shade. If so, please keep in mind that stakes longer than 6 inches are prohibited on the island.
3. Electricity is not available at all locations. Please use this form to let us know if you need electricity in case we can place your table at a location with electricity.
4. Bring paper weights or rocks to hold down the materials on your table as it can sometimes be quite windy on the island. (Table coverings are not provided by us).
5. Bring your own water since the water on the island is not drinkable. Every effort is being made to supply water, but just in case, please plan to bring your own.
6. No dogs are allowed.
7. The event runs from 10am to 4pm. Please plan to staff your booth or table during that time. If you are planning to do an on-water demonstration, please provide a specific window of time when your activity will take place, so we can confirm with our water safety director.

**YOUR REGISTRATION INFORMATION FOR
METROPOLITAN WATERFRONT ALLIANCE'S 2009 CITY OF WATER DAY**

1) Organization Name: _____

Not for profit? ___yes ___no Will you be selling anything? ___yes ___no

Please advise briefly with price ranges:

2) Organization's Land phone: _____ Email: _____

3) Contact Person(s): _____

4) Mobile phone(s) of contact person(s): _____

5) Personal email(s): _____

6) Because Governors Island is not open to the public until 10am, to board the ferry at 9am on Saturday, July 18th, we must provide the island with the first and last names of everyone who will take the 9am ferry. The 10am ferry is open to the public and no names are required for ferry rides to the island from 10am to 4pm. Please provide us with all possible names of your staff and volunteers who will be helping you set up and who will be on the 9:00AM Saturday morning ferry: (Use separate page if necessary)

7) What activity (i.e., display table, booth, on-water demo) will you offer at City of Water Day?

Please describe in detail: _____

8) Will you be providing giveaways? ___ Yes ___ No If yes, what kinds?

9) Do you need electricity? ___ Yes ___ No If yes, how many outlets? _____

10) Do you need access to the waterfront for demonstrations? ___ Yes ___ No

If yes, please describe: _____

11) How many chairs needed? ___ Tables? ___ (We have a limited number of tables. More than one table cannot be guaranteed. You will be notified if we cannot meet your requirement.)

12) Will you need to bring a car to Governors Island? ___ Yes ___ No We are very limited in the number of vehicles allowed. If approved, park regulations do require that we have the car license plate number, vehicle type, and the name of the driver:

13) Other information we should know:

14) Note: If you would like your logo to be included on printed materials, email it to Ian Douglas, no later than July 2nd at: idouglas@waterfrontalliance.org.

WE THANK YOU FOR YOUR PARTICIPATION!