



**Wyoming Community in Action (WCIA) is a group of citizens dedicated to making our beautiful town of Wyoming, Ohio a more equitable and welcoming community for all.**

On **Friday, June 12th from 6-10pm** WCIA will host its 6th Annual “Juneteenth” Celebration. Juneteenth is a federal holiday in the United States commemorating the emancipation of enslaved African Americans. It is also often observed for celebrating African American culture. Originating in Galveston, Texas, it has been celebrated annually on June nineteenth in various parts of the United States since 1865.

The events over the last few years have been such a success that we are going to continue to partner with local minority vendors to celebrate Freedom Day and unite the community. As a vendor, you are invited to showcase your business to Wyoming residents and our visitors. It’s a great way to build a relationship with your customer base and grow the mission of WCIA at the same time.

For a detailed list of how you can participate in the WCIA Juneteenth event, please see the enclosed vendor application. We thank you for your consideration and investment in WCIA.

Sincerely,



WYOMING **COMMUNITY IN ACTION**

AWARENESS UNITY ACTION

Service Vendor



## **SERVICE VENDOR APPLICATION-BOOTH INFORMATION**

Thank you for your interest in participating as a service vendor at our upcoming event!

### **Booth Details:**

Each service vendor will be provided with a 10'x10' booth space, 6' table and 2 chairs.

Please note: **Tents, lighting, and electricity will not be provided.** You are responsible for bringing everything you need for your booth setup. All booth materials (including tents and coverings) must fit within the 10'x10' space. If you require additional space, please contact us in advance to discuss accommodations.

### **Important Notes:**

- **No Vendor Fees:** Service vendors are not required to pay a booth fee for this event. However, a completed application is still required for participation.
- **No Food or Retail Sales:** This application is for service vendors only. If you plan to sell food, beverages, or merchandise, you must complete the appropriate vendor application for those categories.
- **Electricity:** Electricity will **not** be provided. If your booth requires power, please plan to supply your own source (e.g., battery pack or quiet generator).
- **Booth Setup:** Booth setup begins at **4:30 PM**. All vendors must be fully set up by **5:30 PM**.
- **Event Time:** The event will take place from **6:00 PM – 10:00 PM**. Service vendors are expected to remain open and onsite until at least **8:30 PM**.

### **Location:**

Wyoming Village Green Pavilion  
412 Wyoming Ave. Cincinnati, OH 45215

**This is an outdoor event. The event will take place rain or shine. Limited rain accommodations will be made if necessary.**



## VENDOR REGISTRATION & MARKETING DEADLINES:

- **Early Registration Deadline – Wednesday, April 15:**

Submit your completed application and email your business logo by this date to be included in **printed** event marketing materials.

- **Final Registration Deadline – Friday, May 15:**

Applications submitted after April 15 will be featured in **digital and social media marketing only**.

### TO APPLY:

[Complete the vendor application at this link.](#)

[Upload your logo to this album.](#)

### OTHER NOTES:

- **No Alcohol Sales:** All alcohol sales are managed by the City of Wyoming. No additional alcohol vendors will be permitted.
- **Data Collection (Optional but Appreciated):** As a 501(c)(3) nonprofit, WCIA is committed to understanding the impact of our events on local and minority-owned businesses. We may follow up after the event to ask for general information about the outreach or engagement you experienced. Your support is appreciated!

By submitting your application, you confirm your understanding of and agreement with the expectations outlined above.

Questions?

Contact: Karla McMillan [events.wcia@gmail.com](mailto:events.wcia@gmail.com) ☎ 513-238-9072