

LORAIN COUNTY CHAMBER OF COMMERCE

EXPO



Presented by  **FIRST FEDERAL LAKEWOOD®**

November 1, 2018



EXPO 2018 Sponsor and Exhibitor Information Packet



Date, Time and Location

November 1, 2018

3:00pm—7:00pm

Tom's Country Place
3442 Stoney Ridge Rd.
Avon, Ohio 44011

General Information

1:00pm	Set –up
2:30pm	Exhibitors and Food Vendors need to be ready.
3:00pm	Doors Open
7:00pm	Doors Close

Door Prizes

Each exhibitor may offer a door prize at your booth. You must draw and distribute your own prizes.

Electricity Information

Electricity is available upon request. Please bring your own extension cords.

Exhibitor Information

- One 6ft table with table cloth will be provided.
- Do not attach anything to the walls or ceiling.
- No retail sales.

Food Exhibitor Information— (Food vendors must be a chamber member)

- Food vendors will be provided with one 6ft table with table cloth.
- Food exhibitors are to provide at least 1 food item/appetizer sample per person. We suggest that you provide at least 400 samples.
- All supplies must be provided by food vendor. This includes utensils, plates, sternos, warmers, etc.
- No storage, refrigeration or kitchen facilities will be available.
- No food preparation will be allowed onsite.
- Trash containers will be provided.



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SPONSORSHIP INFORMATION

SPONSORSHIP LEVELS (Sponsors must be a chamber member)

Premier Sponsor—\$3000

- Company Logo will appear on all publicity material (including bags, postcards, event signs and on floor plan)
- Logo included in pulse Magazine ad
- Logo included in Community Leader Magazine ad
- Logo link will be included in emails.
- Facebook and Twitter promotion of your business on the Lorain County Chamber of Commerce page
- Company Name included in Radio spots
- Logo on County Chamber website Expo page
- Attendee list provided after event
- Sponsors will be provided with a double booth (2- 6ft covered tables next to each other)with Priority Placement on show floor

Platinum Sponsor - \$1000

- Company Logo will appear on all publicity material (including bags, postcards, event sign, and on floor plan)
- Logo included in pulse Magazine ad
- Logo included in Community Leader Magazine ad
- Logo link will be included in emails.
- Facebook and Twitter promotion of your business on the Lorain County Chamber of Commerce page
- Company Name included in Radio spots
- Attendee list provided after event
- Sponsors will be provided with a 6ft covered table with Second Priority Placement on show floor

Gold Sponsors - \$500

- Company Logo will appear on all publicity material (including bags, postcards, event sign, and on floor plan)
- Logo included in pulse Magazine ad
- Logo included in Community Leader Magazine ad
- Logo link will be included in emails.
- Facebook and Twitter promotion of your business on the Lorain County Chamber of Commerce page
- Attendee list provided after event
- Sponsors will be provided with a 6ft covered table with Third Priority Placement on show floor

Silver Sponsors - \$350

- Company Name will appear on all publicity material (including bags, postcards, event sign, and on floor plan)
- Attendee list provided after event
- Sponsors will be provided with a 6ft covered table with Fourth Priority Placement on show floor.

Sponsorship deadline is September 14, 2018

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EXHIBITOR INFORMATION

EXHIBITORS

Exhibitors will be provided with one 6ft table and one table covering. No retail sales. Limited Electricity will be available. First paid first serve.

Chamber Member Pricing

\$225 Chamber Members before October 18, 2018

\$275 Chamber Members after October 18, 2018

Non-Chamber Member Pricing

\$375 Non-Members before October 18, 2018

\$400 Non-Members after October 18, 2018

Food Vendor (See specific food vendor agreement for details)

Exhibitor deadline is October 18, 2018



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2018 Registration Form

Check box and complete payment form. Read all guidelines and requirements as indicated on exhibitor forms. No cancellation and or refund will be given.

Sponsorship (All Sponsorships include an exhibitor table. Must be a Chamber Member.)

Premier Sponsor - \$3000

Platinum Sponsor—\$1000

Gold Sponsor—\$500

Silver Sponsor—\$350

Exhibitor

\$225 Chamber Member before Oct. 18th

\$275 Chamber member after Oct. 18th

\$375 Non-Member before Oct. 18th

\$400 Non-Member after Oct. 18th

Food Vendor (Ask for specific food vendor information and details)

Check Electricity preference below (limited availability)

Yes, I need electricity

No , I do not need electricity

Please complete form below.

Name _____

Company _____

Address _____

Phone Number _____

Email Address _____

Credit Card Information:

Card Holder Name _____

Card Holder Billing Address _____

Account Number _____

Exp. Date _____ CVV2 _____

Signature _____