

2012 Sparta Business Expo!



Saturday, March 3, 2012

10 am - 2 pm @ Sparta High School

475 W. Spartan Drive, Sparta, MI 49345

Complete Setup by 9:30 am • Tear Down after 2:00 pm

Vendor Rules:

- Provide own table skirting, signage, freestanding or tabletop displays only (no tape on walls, floor, etc.)
- Provide own chairs and 8 ft long table (table may be rented from the chamber for \$10).
- Provide pamphlets, samples, prizes, give-aways to the public. Plan on taking orders and making appointments for future business (**selling is not** allowed at the expo)
- Chamber Members will receive first opportunity for Reservation of Spots
- Only one business allowed per booth (Two businesses may not share a space).
- May not offer goods or promote outside your area.
- No early teardown will be allowed.
- All exhibits shall be kept neat and in good taste.
- The Expo Committee reserves the right to regulate all exhibits considered objectionable/ inconsistent with the goals of this event.
- Electricity may be provided if marked on application. Due to limited power sources, vendors must seek permission for large electrical equipment (popcorn, snow cone, cotton candy, etc.) Exhibitors must provide their own heavy duty electrical extension cords. Electrical hook-ups are limited. **Electricity is first come first reserved on application.**
- No balloons or latex material allowed inside the High School due to latex allergies, please.
- Exhibitors are required to clean their display area before vacating.
- Reserved booths will be assigned by the Expo committee.
- Vendor Set Up: times TBD

NEW FOR 2012!

- Business to Business Networking 9 - 10 am
- Vendor Social Room - Coffee/ Donut break area for Vendors only!
- Look for the upcoming TIPS Sheet on HOW to make this years Expo a success (with booth assignments and set up details)
- Marketing Campaign for the Expo: **"Building Sparta!"**
- Showcase Demonstrations: Look for the details on how to catch and entertain a captive audience about your services and products by educating and entertaining the public! Look for more details with Expo Vendor Packet.
- More new changes to make YOUR Expo experience more effective!

Sparta Chamber of Commerce Expo 156 E. Division • Sparta, MI 49345 • (616) 887-2454

2012 Sparta Business Expo

Business _____

Contact _____

Phone _____

Address _____

Email _____

Website _____

2012 Sparta Chamber Members

___ \$100.00 1 Booth
Booth Sizes 8'x8' or 6'x10'

___ \$10.00 1 Table Provided Onsite
Lunch Option (1 free lunch included per booth)

___ Turkey ___ Ham ___ Vegetarian

___ Additional Lunch Options (\$6.00 per lunch)

___ Turkey ___ Ham ___ Vegetarian

\$ _____ Total Expo Package

Non-Members

___ \$300.00 1 Booth
Booth Sizes 8'x8' or 6'x8'

___ \$10.00 1 Table Provided Onsite
Lunch Option (1 free lunch included per booth)

___ Turkey ___ Ham ___ Vegetarian

___ Additional Lunch Options (\$6.00 per lunch)

___ Turkey ___ Ham ___ Vegetarian

\$ _____ Total Expo Package

PAYMENT MUST ACCOMPANY RESERVATION!