

Sponsored By:



2011 Showcase Exhibitor Contract

Company Name _____ Contact Person _____
 Address _____
 City/State/Zip _____
 Business Phone _____ Fax _____
 www. _____ Email _____
 Authorized Signature* _____ Date _____

**By signing this you state that you have read and agree to all of the terms and conditions set forth on the TERMS AND CONDITIONS OF AGREEMENT page.*

Showcase Booth Rental Includes:

- One table with tablecloth and skirting (a 6' table for 6' x 4' space and an 8' table for 8' x 8' space)
- One ticket to the Excellence in Business Awards Luncheon
- Your business name and contact information listed in the program that will be distributed to all attendees
- A database of all businesses present at the showcase
- Recognition in Directory 2012
- Use of the Showcase logo to use in promoting the showcase to your customers.

Please check all that apply to your business:

_____ Our booth needs access to electric (no additional charge but is available on a first come first reserve basis)
 _____ We do not need a table as we have our own stand alone booth

Booth Selection

The chamber, upon receipt of this completed form and payment, will email the floor plan of the showcase to you for booth selection. If the email and contact for this selection is different than listed above please provide here: _____

The Chamber will provide name tags to those working your exhibit please provide their names below:

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Chesapeake Publishing & Printing



QTY	Cost Each	Item
	\$200	6'x4' Booth Early Bird (QAC Chamber Members Only) Registration and payment received by September 9th, 2011
	\$300	6'x4' Booth Regular (QAC Chamber Members Only) Registration and payment received by September 30th, 2011
	\$350	8' x 8' Booth Early Bird (QAC Chamber Members Only) Registration and payment received by September 9th, 2011
	\$450	8' x 8' Booth Regular (QAC Chamber Members Only) Registration and payment received by September 30th, 2011
	\$100	Artists' & Farmers' Hall Registration and payment received by September 30th, 2011
	\$0	Restaurants/Caterers who are providing food for Showcase Reception
	\$750	6' x4' Booth Post Deadline Registration and payment received after September 30th, 2011
	\$900	8' x 8' Booth Post Deadline Registration and payment received after September 30th, 2011
	\$200	Non Chamber Member Surcharge
	\$40	Excellence in Business Awards Luncheon Tickets (Please note that one luncheon ticket is included with your booth)
		Please list the names of additional luncheon attendees:
	\$	TOTAL (Please make checks payable to Queen Anne's County Chamber of Commerce) Booth reservations will not be registered until payment is received. Credit Card (please circle one) VISA MasterCard Card No.: _____ Card Holder Name: _____ Expiration Date: _____

Please mail the COMPLETED form and PAYMENT to:
Queen Anne's County Chamber of Commerce P.O. Box 511 Chester, MD 21619

2010 Queen Anne's County Business Showcase

Terms and Conditions of Agreement

Occupancy & Space

Set-up may take place from 10 AM to 1:00 PM on the day of the show.

Restaurants/Caterers are required to setup everything on their table but food by 1PM. This includes chaffing dishes, menus, floral arrangements, etc.

Chairs are not furnished

Booths are to be maintained until 7:00 PM. Booths may not be dismantled prior to the close of the show. Violators of this policy will not be guaranteed exhibit space the following year.

Exhibits are limited to contracted exhibitors only. Sub-leasing, sharing with or representing and distribution of materials for other businesses is **prohibited**.

All exhibits must be broken down and removed by 8:00 PM on October 21st.

Exhibits must be confined to space allocated. Circulars, publications, advertising matter, and all kinds of promotional giveaways may be distributed only within the table space (i.e. you may not stand at the entrance or anywhere on the property and distribute information other than your booth. Cars in parking lots are also not to have materials left on them.) Nothing shall be posted, nailed, tacked, screwed or otherwise attached to the walls, floors or other parts of the building or furniture, signs, etc.

6' x 4' booths may have no more than one table, which is provided, in it.

8' x 8' booths will have one table provided, exhibitor is responsible for bringing any other furnishings they wish to fill the booth.

The Artists' & Farmers' Hall rental is for space only. No tables, chairs or luncheon tickets are provided with this space.

Electric

Electric supply is limited. Vendors are responsible for providing their own extension cords.

Cancellation

An exhibitor may cancel by notifying the QAC Chamber of Commerce in writing on or before September 15th. The exhibitor will be refunded 50% if the request to cancel is received by this deadline. If the cancellation is received after the deadline, no refund will be issued.

No animals/pets will be authorized on the grounds of the Chesapeake Bay Beach Club.

Selling your products/service is permitted.

The Showcase Reception begins at 5:00 PM