



BOOTH REGISTRATION FORM

Saturday June 6th 2015, located at the Eddie Bush Memorial Arena Collingwood.

Your Name:

Business Name:

Address:

Phone:

Email:

Website:

Business Description :
(40 words max.)

All booth spaces are 10'x10' – each vendor will be provided, one chair & one table.

linens are not provided – please provide your own for a 8'x2' table

Do you need power: \$10.00 + HST	Y / N	Do you need an <u>Extra</u> Chair: \$5.00 + HST	Y / N
Do you need an <u>Extra</u> Table: \$10.00 + HST	Y / N	Would you like to advertise employment opportunities within your company?	Y / N
Booth Space 10'x10': \$25.00+ HST			

Payment Options: Cash, Cheque (payable to Collingwood Chamber of Commerce) or Credit Card

Questions: The Collingwood Chamber of Commerce, 115 Hurontario Street, Suite 102, Collingwood, ON L9Y 2L9

Trish Irwin: 445-0221 for further information

Do you wish to do a demonstration of your product? Or Service?	Y / N	Please tell us about your demonstration, be specific...
Do you wish to do a presentation of your Product? Or service?	Y / N	Please tell us about your presentation, be specific...
Do you wish to have a give-away?	Y / N	Please describe your give-away...
Special Requests? We will do our best, but no promises!		

Trade Show Exhibitor Information:

- After application and payment is received, confirmation, set-up and tear down information will be forwarded along with confirmation of booth number.
- Exhibitors must be in compliance with all municipal, provincial and federal regulations
- Exhibitors must ensure that booth space remains in good condition. Any attachments and fastenings done in the Eddie Bush Memorial Arena must not deface floors, wall or ceilings.
- Fire exits and doors must be kept clear at all times
- It is strongly recommended that all exhibitors remain fully set up until 3:00pm on the day of the event.
- No booths or exhibits will be permitted to interfere with the use of other exhibits or impede access to them.
- Each exhibitor is expected to carry full insurance for the entire show, including set-up and teardown. Proof of such liability insurance may be requested by the Chamber at any time.
- It is the responsibility of each exhibitor to secure personal and booth belongings during the entire event.
- Payment must be received in full at time of registration to secure space. No refunds will be issued.

Please return registration form to: Trish Irwin tirwin@collingwoodchamber.com by May 11th 2015