

Lakes Area Expo Home & Business Show

Saturday April 10, 2010

Application & Contract for Exhibit Space

This Application & Contract for Exhibit Space at the Lakes Area Expo Home & Business show on **April 10, 2010** is a Contract between the Forest Lake Area Chamber of Commerce, (Hereinafter referred to as "FLACC") and the undersigned representative below (Hereinafter referred to as "Exhibitor") once the application and your payment have been received. Exhibit space is reserved and assigned on a first come, first availability basis, determined by the order we receive registration contracts and when payment is received. **Your contract, payment, and a Certificate of Insurance from your insurance carrier are due February 12, 2010 to qualify for the discount.** Contracts and payments received after this date are accepted on a space available basis. Mail your completed contract and payment to FLACC whose address is listed below. Payment and a Certificate of Insurance from your insurance carrier are required to reserve space. A confirmation of your exhibit space will be mailed to you.

Exhibitor Information

First Name: _____ Last Name _____

Company Name: _____ Product Description _____

Name of Booth ID Sign (if different from above) _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

E-Mail Address _____

Booth Information

	Rates	x # of Booths
Forest Lake Area Chamber of Commerce Member	\$200.00 per booth	\$ _____
CHAMBER MEMBER		
EARLY BIRD DISCOUNT BY February 12, 2010	\$150.00 per booth	\$ _____
Non-Chamber Member	\$300.00 per booth	\$ _____
Outdoor Exhibit Space (in addition to indoor booth)	\$30.00	\$ _____
Single 110 Plug – <u>Extension Cords Not Provided</u>	\$30.00	\$ _____
6 ft Table	\$20.00 ea	\$ _____
6 ft Skirted Table	\$35.00 ea	\$ _____
Folding Chair	\$10.00 ea	\$ _____
FINAL REGISTRATIONS ACCEPTED NO LATER THEN		
APRIL 2, 2010	Total Amount Enclosed	\$ _____

Method of Payment _____ Check Enclosed _____ Credit Card _____
Type of Card: (M/C, Visa, Discover, or Am Express) _____ Card Number _____
Name on Card (PRINT) _____ Signature _____ Exp Date _____

NO ELECTRICITY IF NOT PREORDERED AND PAID FOR. (Extension Cords NOT Provided)
NO REFUNDS WILL BE MADE FOR BOOTHS CANCELLED LESS THAN 2 WEEKS BEFORE THE SHOW BEGINS.
PLEASE MAKE CHECKS PAYABLE TO FLACC

SAVE SOME MONEY BY JOINING THE FOREST LAKE AREA CHAMBER OF COMMERCE AND GET THE DISCOUNTED BOOTH RATE!

Direct all mail & questions to the: Forest Lake Area Chamber of Commerce, PO Box 474, Forest Lake, MN. 55025-0474
Phone: 651.464.3200 Fax: 651.464.3201