

PLACE
STAMP
HERE



113 Riverwalk Plaza
Lowell, MI 49331
616.897.9161

Our Sponsors...



Lowell Area Chamber of Commerce
113 Riverwalk Plaza
Lowell, MI 49331
616.897.9161



Lowell Area Schools
300 High Street
Lowell, MI 49331
616.987.2500



Lowell Ledger/Litho
105 N. Broadway
Lowell, MI 49331
616.897.9555



16th Annual

LOWELL COMMUNITY EXPO

March 24, 2012
9:00 AM - 3:00 PM
Lowell High School

Presented by...



Lowell Area Schools



For more **Lowell Area Chamber of Commerce**
information call **897-9161** or **www.lowellexpo.org**

LOWELL THE NEXT PLACE TO BE!

LOWELL COMMUNITY EXPO 2012

The Lowell Area Chamber of Commerce, Lowell Area Schools and Lowell/Ledger proudly present the 16th Annual Lowell Community Expo.

Our goals are to:

- Spotlight area businesses, organizations, churches, municipalities and schools to other businesses and the public.
- Increase community awareness about products and services sold, provided and/or manufactured in the greater Lowell area.
- Give vendors an opportunity to increase exposure to the community and prospective customers while developing sales, sales leads and customer contacts.

RULES/POLICIES

- Absolutely NO balloons.
- Electricity will be provided if marked on application.
- Pre-approval of Popcorn, Cotton Candy, Snow Cone or any large electrical needs.
- **Exhibitors MUST provide their own heavy-duty electrical extension cords and telephone wire.**
- Exhibitors MUST provide their own table skirt/cloth display items and backdrops (tablecloth goes a long way to dress up your area).

Expo Hours: 9:00 AM to 3:00 PM. Vendors must stay until 3:00 PM.

Location: Lowell High School, 11700 Vergennes, Lowell, MI 49331

Parking: To allow as much convenience to visitors as possible, Vendors MUST park in designated vendor area away from building.

- Vendor Parking in football parking lot, lower level, and west parking lot (will be able to unload and set-up as usual).

Exhibits: All exhibits shall be kept neat in appearance and shall be in good taste. The Expo Committee reserves the right to regulate all exhibits and displays which may be considered objectionable/inconsistent with the goals of this event. Exhibitors are required to clean their display area when vacating the Expo. All booths must be manned with personnel from the vendor at all times.

Set-Up: Friday, Mar. 23, 4:00–8:00 PM. Vendors who do not set-up Friday night by 8:00 PM without prior clearance from the EXPO committee will forfeit booth space and booth fee. **Overnight security is provided.**

Vendor to Vendor Meet & Greet: Saturday, March 24, 8:00 AM–8:45 AM (Vendors Only)

Tear-Down: Saturday, March 24, 3:00 PM to 5:00 PM. There will be no early tear-down, early tear down forfeits admittance to Expo 2013.

Soliciting: No soliciting by non-participating vendors (will be posted on doors).

Marketing/Selling: All marketing will take place within the confines of your reserved area. Absolutely no marketing outside of your area.

Door Prizes: Please indicate on application if you will donate a door prize.

Donor names will be posted and please attach your business card to gift. Door prize drawings held each hour during the Expo and recipient must be present to win.

VENDOR APPLICATION

Chamber Members

10 feet wide

includes 1 table and 2 chairs

Booths ___ @ \$110 per booth

Amount Paid _____

Non-Chamber Members

10 feet wide

includes 1 table and 2 chairs

Booths ___ @ \$170 per booth

Amount Paid _____

SAVE \$10 BOOTH FEE WHEN PAID IN FULL BY END OF BUSINESS DAY THUR., FEB. 12, 2012

To be eligible for the Gym A Lottery your paid application must be received by end of business day Thursday, February 12, 2012 (Mark yes below if you would like to be included in the Gym A Lottery).

Company _____

Contact _____

Address _____

City State Zip _____

Phone _____

Email (required for linking to our site) _____

Website (required for linking to our site) _____

Would you like to be included in the Gym A Lottery? Y N

Will you be donating a door prize? Y N

Do you require electric service? Y N

Do you require wireless internet? Y N

available in Hallway, Gym A & Café Y N

Do you require outdoor space? Y N

available for Car Dealerships, Builders, Lawn & Garden Services, etc.

The Chamber accepts credit cards. Please provide the following information to process this invoice with your credit card.

Circle One: Visa MasterCard Discover

Name as it appears on card Credit Card Number _____

Credit Card Billing Address _____

CC Security # (3 or 4 digit number on back) Expiration Date _____

If exhibitor cancels contract on or after the February 23, 2012 exhibitor will forfeit all moneys paid

Acknowledgement: I have read the Expo Rules in this brochure and hereby acknowledge understanding of and compliance to said rules.

Signature _____

Mail or drop check with application to:

**Lowell Area Chamber of Commerce
113 Riverwalk Plaza, PO Box 224, Lowell, MI 49331**