



seminole BUSINESS expo

January 20, 2021

3:00pm - 6:30pm

Lake Mary Events Center

www.seminoleexpo.com

Exhibit Name _____
(as you want it to appear on website and in program)

Exhibitor Contact Name _____
**The Expo contact person will receive important exhibitor information, including table confirmation, registration information, and expo materials. Please ensure this contact is someone who checks their email regularly.*

Address _____ **City** _____ **State** _____ **ZIP** _____

Phone Number _____ **Email** _____

Website Address _____ **Date Submitted** _____

EXHIBITORS (Includes a 6 ft. table and 2 chairs) _____ **Number of Exhibits**

- ___ **Chamber Members:** \$300
- ___ **Non-Chamber Members:** please contact Kristina O'Leary at the Chamber at 407-708-4608 for information
- ___ **Enhanced Featured Exhibitor Listing on Expo Website:** \$200 **visit www.seminoleexpo.com to see example*
- ___ **Logo on Power Point and Bingo Cards during event:** \$150* *please email logo files with registration packet*
- ___ **Power Supplied Booth:** Additional \$50* *please see map on page 4 for booths with power*
- ___ **I receive a FREE booth included with my Chamber membership:** \$0 *(Partner Level Members Only)*

SPONSORS (For sponsorship benefits, please email rarthur@seminolebusiness.org for a sponsorship package)

*All sponsorship packages include Enhanced Featured Exhibitor listing and Logo on Power Point and Bingo Cards

- ___ **Gold:** \$5,000 (Featured double display table)
- ___ **Silver:** \$3,000 (Premium double display table)
- ___ **Bronze:** \$1,500 (Premium display table)
- ___ **Ticket Sponsor:** \$2,500 (Premium display table)
- ___ **Shuttle Sponsor:** \$2,000 (Premium display table)
- ___ **Bag Sponsor:** \$2,000 (Premium display table)
- ___ **Registration Sponsor:** \$1,500 (Premium display table)
- ___ **Program Sponsorship:** \$1,500 (Premium display table)
- ___ **Food Sponsor:** \$1,500 (Premium display table)
- ___ **Bar Sponsorship:** \$1,000 (Premium display table)

EXHIBIT LOCATION - Please list your top 3 booth locations (see map on page 4).

1. _____ 2. _____ 3. _____

List any companies you DO NOT wish to exhibit beside: _____

SCC will make every effort to accommodate this request, however, SCC cannot guarantee the placement of exhibitors and reserves the right to assign space at its sole discretion.

This exhibit is for the above named business ONLY. It cannot be shared, transferred or gifted to any other business or organization. Attempts to do so will result in forfeiting your booth or being asked to leave the EXPO.

PAYMENT INFORMATION

Total Amount Due \$ _____

Payment in full **must** accompany contract to reserve your space, booths are on a first come, first serve basis. No space will be held or reserved until payment is received in full.

PAYMENT METHOD

- Check enclosed made payable to the **Seminole County Chamber**
- Visa / MasterCard / American Express (*Please circle one*)

Credit Card Number: _____ Exp: _____

Name on Card: _____ Zip Code for Billing Address: _____

CVV: _____

Email Registration Form to jpeters@seminolebusiness.org, Fax, or mail to:

Seminole County Chamber
 Attn: Jessica Peters
 1055 AAA Drive, Ste. 153
 Heathrow, FL 32746
 Fax: 407-708-4615

AGREEMENT

Exhibitor agrees, subject to SCC approval, to pay for and use the assigned exhibit space at SCC Business Expo. In doing so, exhibitor will comply with all provisions of this contract. Booths cannot be transferred to another person or company or shared. Exhibitor understands that this contract, together with the terms and conditions printed on the reverse side, constitutes the complete exhibitor agreement between exhibitor and SCC. Exhibitor understands the cancelation and setup times and terms on reverse side and agrees to abide by all guidelines.

Signing below acknowledges your acceptance of the above conditions.

Signature of Exhibitor

Date

For more information, please contact Jessica at the Seminole County Chamber at (407) 708-4602 or email jpeters@seminolebusiness.org. Additional information is also available at www.seminoleexpo.com.

TERMS OF CONTRACT

BUSINESS EXPO Hours: The hours that the Expo will be open to the public are: Wednesday, January 20, 2021 from 3:00pm – 6:30pm. Vendors will be allowed in 3 hours prior to opening to set up their table— **setup must be completed at least 30 minutes prior to doors opening.** Vendors need to maintain the integrity of their table during these hours. All vendors must be out of the Events Center by 7:30pm.

EXPO will be held rain or shine! No refunds will be made due to weather.

EXHIBIT SPACE ASSIGNMENT: Table space will be assigned in the order received. SCC reserves the right to shift space assignments after the contract has been signed if determined necessary or appropriate to do so. Space is assigned with the understanding that the Exhibitor will hold SCC harmless from any or all liability that may result from any cause at all.

EXHIBIT SPACE AND AISLES: Attractive, informative, and attention getting exhibits are encouraged. In no event, however, shall any exhibit interfere with any neighboring exhibit space. All aisles must be kept clear. Interviews, demonstrations and distribution of literature must be done inside the exhibitor's table space. Exhibitors must keep their table space clean and in good order. No signage or banners may be hung on the walls or windows. All exhibits must be attended during all show hours. All displays must remain inside the parameter of table space. SCC may institute guidelines regarding the set up and operation of exhibit space and may require changes to the set up and operation of exhibit space at SCC's discretion. No open flames or heating apparatuses may be used in exhibit space (ex. Bunsen burners, popcorn machines, candles)

PRIZES AND AWARDS: Prizes may be awarded directly from your table or in a drawing to be held at a specified time. Exhibitor is responsible for contacting winners. If you provide a prize for the Prize Wheel the winners will be sent to your booth to retrieve the prize.

CANCELLATION: Upon cancellation of a space up to 45 days prior to the BUSINESS EXPO, ½ payment will be refunded. During the last 45 days before the BUSINESS EXPO **NO** refunds will be made for any reason.

SECURITY, LIABILITY & LOSSES: SCC will take all reasonable precautions against damage or loss by theft, fire, storm or other causes. However, SCC will not be liable for loss to exhibitors from any of these causes or any causes whatsoever that may arise from use of exhibit space for or for any other reason. Exhibitor agrees to indemnify and hold harmless SCC and its employees, consultants, officers, directors, and volunteers against any and all claims arising out of acts or failure to act of exhibitor, the exhibitor's representatives or exhibits at the SCC BUSINESS EXPO.

EXHIBITOR PASSES: Upon check in at the SCC BUSINESS EXPO, each table space rental paid will receive 3 exhibitor passes. All entrants into the SCC BUSINESS EXPO during setup and breakdown hours must have an exhibitor pass.

SETUP: The contact you list will receive all day of setup information including the times setup must be completed by. Failure to complete setup by the set time (approximately 30 minutes before doors open) will result in forfeiture of your booth with no refunds. **No exceptions on setup time will be made.**

I acknowledge that I have read the Terms of Contract and understand that they shall be incorporated into and form part of this contract. Exhibitor will comply with all applicable laws.

Signature: _____ Date: _____

Company Name: _____



* Event Layout is subject to change