

2019 Rising Rust Belt Regional Revitalization Economic Summit
Presented by the Lawrence County Regional Chamber of Commerce,
Shenango Valley Chamber of Commerce & Youngstown/Warren Regional Chamber
8:30 AM – 4 PM Monday, October 7, 2019
Location: The Park Inn by Radisson, West Middlesex

SUMMIT VENDOR CONTRACT

To get named in advertising materials, form must be completed with payment by Sept. 20, 2019

NAME OF BUSINESS _____

ADDRESS _____

CONTACT PERSON _____ PHONE _____

(This person will receive all future communications.) EMAIL _____

Chamber Members: Vendor Table	# of Booth Spaces _____ x \$200 = _____
Non-Chamber Member: Vendor Table	# of Booth Spaces _____ x \$250 = _____

EXHIBITOR NAME _____

- Please describe the type(s) what you will showcase; this includes services, products, or literature you will display. _____
- Do you require a table? _____ Yes _____ No
- Do you require 110v electrical service? _____ Yes _____ No
- Will you have merchandise for sale? _____ Yes _____ No If yes, please describe: _____
- Please plan to have a giveaway! Let us know what you plan to giveaway & the value so we can promote it in our marketing!

No Contract will be Processed without Signature & Payment!

Payment: Full Payment must accompany every contract. To get into the marketing materials, we must receive the completed contract by Sept. 20, 2019. Exhibitors signing up after Sept. 7 can't be guaranteed to be included in the marketing/advertising materials. Can use Credit Cards or make checks payable to the Shenango Valley Chamber of Commerce.

DEADLINE FOR ALL CONTRACTS is Sept. 30, 2019.
(Reminder: Only guarantee of inclusion in marketing materials if signed up by Sept. 20, 2019.)

Check Enclosed: Check Number: _____ Amount: _____

Visa/MC/Discover Card #: _____ Exp. Date: _____

Name on Card: _____ V-code: _____

Email contact for receipt: _____ Zip Code w/Credit Card: _____

Signature: _____

▪ I agree with the terms, conditions and liability statement in this application and will exhibit in accordance with them. Please note that some booths/tables will be placed against the wall depending on location. The Lawrence County Regional Chamber, the Shenango Valley Chamber of Commerce, Youngstown-Warren Regional Chamber nor the Park Inn by Radisson will be liable for any loss, damage or injury for any cause to Exhibitor, Exhibitor's Employees or Property. The exhibitor is liable for all damages or injuries to attendees who participate in activities in their exhibit space. MUST PROVIDE CERTIFICATE OF INSURANCE.

Signature _____ Date _____



2019 Rising Rust Belt Regional Revitalization Economic Summit Vendor Guidelines

- Included with Vendor Registration is two tickets to the summit which includes special speakers, workshops and sessions and the Rising Rust Belt Entrepreneurs Pitch Competition Oct. 7; plus two passes to the Special Guest Mixer Oct. 6 (5:30 – 7:30 PM) at the Park Inn by Radisson. Mixer passes include one drink ticket per pass. Plus inclusion in marketing materials and program plus mention on social media.
- All exhibits must be confined within exhibit space. No wall hangings permitted but independently-standing backdrops permitted. Only literature or products that fit upon or within the assigned space may be displayed. Displays **may not exceed 6 feet in width**. Please note that some booths/tables will be placed against a wall depending on location. Provided tables are six feet in length. Tablecloths are provided. Independently standing shelves may be utilized.
- 110v electrical outlets are limited and are distributed on first come; first serve basis. **Exhibitors must supply own extension cords.**
- Exhibitors may sell their products or services at the Summit but via their own register system.
- Exhibitors are encouraged but not required to offer special discounts/packages/coupons of their products or services for Summit attendees. These offers should be valid for at least a month after the Summit date.
- Exhibitors are encouraged but not required to provide a giveaway at their table to help attract more visitors. If providing a giveaway – that will be mentioned in listing in marketing materials and on social media.
- Set-up will be available starting at 3 PM Sunday, Oct. 6, 2019 and must be complete by 5:30 PM. Set up will also be available 6:45 AM – 7:45 AM Monday Oct. 7, 2019. It must be complete by 7:45 AM.
- The exhibit hours are 8 AM to 3:30 PM Monday Oct. 7. Please be stationed at your booth by 8 AM. Your booth should be staffed at all times. Failure to show by 8 AM on Monday Oct. 7 will result in the cancellation of your space. Tables cannot be disassembled until after 3:30 PM Monday but **must be completed** by 5 PM. **NO** early breakdowns permitted.
- **PLEASE NOTE:** Spaces are limited and reserved only upon receipt of the properly submitted payment unless previously authorized through the Chamber. Assignment of exhibit space will be based upon date of receipt & payment of the registration contract. Absolutely **no refunds** will be given for space rentals for any reason.
- The Chamber reserves the right to allow or restrict any item for exhibition or sale in this show. The Lawrence County Regional Chamber, the Shenango Valley Chamber of Commerce, the Youngstown/Warren Regional Chamber nor the Park Inn by Radisson will be liable for any loss, damage or injury of any cause to Exhibitor, Exhibitor's Employees or Property.

CALL/EMAIL Shenango Valley Chamber at (724) 981-5880/info@svchamber.com

**Return to: Shenango Valley Chamber of Commerce
41 Chestnut Avenue, Sharon, PA 16146 ~ Fax: (724) 981-5480 or E-mail: info@svchamber.com**