



Tuesday, February 27, 2018

4:00pm to 7:00pm

Central Piedmont Community College

CPCC - Levine Campus

2800 Campus Ridge Road

Matthews, NC 28105

Don't miss this amazing Trade Show!

Connect with the public and other business owners

100 + Vendor booths

BEST Booth Awards given out

Chamber member restaurants serving food samples

Exclusive Vendor Only Networking Opportunity from 3PM to 4PM

Sign up today!

VENDOR APPLICATION:

Business Name: _____

Business Address: _____

Contact Name: _____

Email: _____

Matthews Chamber Member Exhibit Fees: (Please check preference)

Booth: \$200 _____ **Corner Booth:** \$250 _____ (If available - 1st come, 1st serve)

Non-Profit: \$150 _____ (no corners)

Restaurant: Free booth with food samples for 500 + (Food Court) _____

Non Matthews Chamber Member Booth: \$300 _____ (payment must be made in full with application)

Chamber will provide 6' table, 2 chairs, 1/2 back drape in a 6' x 8' space

Your booth display cannot exceed 8 feet tall* *You provide table cloth

Will you have any job opportunities available that CPCC students may be interested in? **YES/NO**

- Advertising in Expo Brochure: 1/4 page ad = \$100 and 1/2 page ad = \$175. Limited Space!
- Having a Special offer or want people to know about a new product or service?
- _____ YES, I am interested in more information about advertising during event!

Internet Access needed: WiFi is available (you will receive code with registration packet)

All applications and payments must be in by Friday, February 16, 2018.

Cancellation Policy - All cancellations MUST be received one week prior to the event, February 20th. No Refunds after that date will be given out. No exceptions.

For more information, contact The Matthews Chamber of Commerce

704-847-3649 / fax 704-847-3364

chamberinfo@matthewschamber.org

210 Matthews Station Street / PO Box 601 / Matthews, NC 28106



Vendor Contract for February 27, 2018

In anticipation of a highly successful event on February 27th, please read this document, sign and return the contract to the contact below.

Set up time is from 1-3pm.

The show will start at 4pm (no one will be allowed to set up after the show opens to the public).

No one will be permitted to break down before 7pm.

Your booth will be 8' wide x 6' deep and will include a royal blue back drape, a 6' table & chairs.

You provide table cloth and your display cannot exceed 8 feet tall

If you require electricity, please provide the necessary cords (50' minimum). We will provide the tape to cover any cords.

No firearms are allowed on the property of the event.

No sales of alcohol will be allowed.

Dress code of business attire or business casual is mandatory and exclusion from the expo due to the violation of these rules is solely within the Chamber's discretion.

Cancellation Policy - All cancellations MUST be received one week prior to the event, March 13th. No Refunds after that date will be given out. No exceptions.

Thank you for your participation.

Business Name: _____

Signature: _____ Date: _____

The **Greater Matthews Business Expo!** Guidelines ("Guidelines") as shown on the Matthews Chamber of Commerce website, www.matthewschamber.org, are incorporated in this Vendor Contract by reference. To the extent the terms and conditions of the Guidelines are in conflict with or are inconsistent with this Contract, this Contract shall control.

Please return the signed contract to:

Dawn Sigmund

Member Event Coordinator, Matthews Chamber of Commerce

chamberinfo@matthewschamber.org

704-847-3649