



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. Please note 1/2 back drape.

**\*Booth display cannot exceed 8 feet tall and cannot include balloons\* \*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 and cannot include balloons\*

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.

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The undersigned does hereby and forever discharge the event sponsors and the Matthews Chamber of Commerce, Inc. from all manner of actions, suits, damages, claims and demands whatsoever in law or equity, and from any loss or damage to the undersigned's property, while in the possession, supervision or auspices of the Greater Matthews Business Expo event, its agents, representatives or employees. I have received and read the above rules of the Greater Matthews Business Expo and I agree to abide by them. The Matthews Chamber of Commerce also has my permission to publish photographs or videos taken of me, and my booth during the event, for purposes related to promotions of the event, past or future.

Thank you for your participation.

Business Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return the signed contract to:

*Dawn Sigmund*

Member Event Coordinator, Matthews Chamber of Commerce

[chamberinfo@matthewschamber.org](mailto:chamberinfo@matthewschamber.org)

704-847-3649

Fax: 704-847-3364

[www.matthewschamber.org](http://www.matthewschamber.org)

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