

SHOW LOW DAYS 2010

BUSINESS EXPO

APPLICATION FORM

JUNE 4, 5 and 6, 2010 SHOW LOW CITY PARK

Event Coordinator: Steve North 928-532-4124; snorth@showlowaz.gov

1. \$100.00 for 6x10 booths for Show Low Chamber members; \$150.00 for non-members; \$100.00 for non-profit organizations (proof of non-profit status must be provided.).
2. Vendor Networking Reception: Friday June 4th 5 p.m.-6:30 p.m. Business Expo Hours: Saturday June 5th 9a.m.-5p.m., Sunday June 6th 9a.m.-3p.m.
3. Vendor Set-up: Friday June 4th 10 a.m. – 4 p.m. Vendor Tear down: 3 p.m. Sunday June 6th.
4. Vendors must be set up by 4 p.m. on Friday, June 4th.
5. No tear downs will be permitted prior to 3 p.m. on Sunday, June 6th.
6. Event Coordinator will assign booth spaces to all vendors, NO EXCEPTIONS.
7. No overnight RV parking or camping is permitted in the City Park.
8. Booth must remain open and attended at all times during event hours, from 9 a.m. on Saturday June 5th through 3 p.m. on Sunday June 6th.
9. 24 hour security will be provided from Noon on Friday June 4th through 3pm on Sunday June 6th.
10. No music playing during the show. NO SMOKING AT BOOTHS.
11. Electricity is available on request. Ice is available for sale. Water is available at restroom faucets, no hook-ups.
12. No generators allowed.
13. Vendors will be provided with booth space under a large tent along with a table and chairs.
14. Booth areas must be kept neat and clean at all times. Trash must be removed throughout event.
15. Vendors must keep all display items and booth materials secure and within their assigned space.
16. Unacceptable behavior and not following rules may result in loss of current and future space and all fees. No alcohol, illegal drugs, or firearms permitted at the expo, including during set-up and tear down.
17. No vehicle parking in vendor area during expo hours. NO EXCEPTIONS.
18. No refunds due to no-shows or weather.
19. All vendors must enter City Park from Highway 260. Entry will not be permitted from Highway 60.
20. Insurance: Applicant must read and sign the Release and Indemnity Agreement OR provide a one million dollar liability certificate naming Show Low Chamber of Commerce and City of Show Low as additional insured.
21. Members of the Show Low Chamber of Commerce will display Chamber logo at booth. Logo will be provided.
22. Make check payable to Show Low Chamber of Commerce.
23. Mail or drop off application and fee to 81 E. Deuce of Clubs; Show Low, AZ. 85901 by May 15th, 2010.
24. Enclose payment, Application form, insurance information or Release and Indemnity Agreement.

Member Show Low Chamber of Commerce **Yes** **No**

Company Name _____

Contact person _____

Address _____

City, State, Zip _____

Phone Number _____ Cell _____

Email address _____ AZ TAX LICENSE NUMBER _____

I have read and agree to Business Expo information and application guidelines. I hereby certify that I agree to release and hold harmless the Show Low Chamber of Commerce and the City of Show Low, its agents, members or affiliates from loss, damage or injury resulting from participation in this event. The Show Low Chamber of Commerce reserves the right to deny any application, expel any vendor, change, modify or cancel this event at any time. Vendors are responsible for their own liability insurance.

Vendor Signature _____ Date _____

Printed Name and Title _____

Special Needs _____