



**ENCINITAS BUSINESS EXPO
EXIBITOR TABLES FORM**

Saturday, February 10, 2018

10am to 2pm

Encinitas Senior/ Community Center
1140 Oakcrest Park Drive, Encinitas, CA 92024, Cross Streets (Encinitas Blvd and Balour Dr.)

Exhibitor Table Fees- Includes Table (bring own linen), 2 chairs, basic event day program listing

- 4ft table (1/2 of an 8ft table) = \$125 (Non Profit \$90)
- 6ft table = \$175 (Non Profit \$130)
- 8ft table = \$230 (Non Profit \$175)
- Premium and Corner Tables - add \$50.
- Chamber Member Discount - 10% off any table
- Electricity - \$25

<p>TOTAL \$_____</p> <p>See below for payment options</p>

Please use the form on the back to register.

Cancellations within 30 days of the event are Non-Refundable! Cancellations prior to 30 days before the event will incur a \$30 processing fee.

Table Reservations are not confirmed until paid in full. SPACE IS LIMITED!

Event Program Listing - Expo Exhibitors Company name will be listed in the Program, with web site and type of business. The programs will be directly distributed to expo attendees.

Set up and Tear Down Instructions:

Set up will be 8:30am – 9:45am Breakdown begins at 2pm All parties must be out of the hall by 4pm

- Please make sure your event day staff have a copy of the setup/tear down instructions for event day with them (you will receive later). That will be their entrance pass.
- All vendors are encouraged to bring a snack or bag lunch with them.
- Make sure your area is completely cleaned and debris free before leaving
- Please PARK in lower lot after unloading
- Do not leave early, vendors who pack up early will not be asked to participate next year

Should you have any questions, please contact the Chamber of Commerce
(760) 753-6041 or email Asst@EncinitasChamber.com

**2018 ENCINITAS BUSINESS EXPO
February 10, 2018**

Exhibitor Form

Company Name: _____

Billing Address: _____ Zip: _____

Email: _____ Phone: _____

Event Day Contact and Number: _____

Company Description: _____

Description of activity/information/materials to be provided to attendees:

Plans/description of giveaways, door prizes, etc:

Products you plan to physically sell at Expo:

Description of Opportunity Drawing Item you will be providing: (Please bring to Check In at Expo – don't forget to attach your card.) – You will be given tickets to hand out when attendees stop and chat at your booth.

All payments must be received by: By: February 1, 2018

Payment instructions below

Make check payable to: Encinitas Chamber of Commerce or fill out the cc information

Name on Card: _____ Expiration Date: _____ CVC# _____

Credit Card # _____

Mailing Address / Zip Code for Card: _____

Please return payment and completed form to:
Encinitas Chamber of Commerce
535 Encinitas Blvd #116
Encinitas, CA 92024

Please print a copy of this doc for your records