



Wednesday, October 10, 2018

2:00pm to 6:00pm

Augusta Civic Center

Standard Booth Price \$500

Member Rate \$345 • Premium Booth (members only) \$425

Online registration available:

KennebecValleyChamber.com/business-expo

Business/Organization Name

Booth Contact Name

Billing Contact Name

Booth Contact Email

Billing Address

Program Information (REQUIRED)

Website

Physical Address

Raffle Prize Value

Will your company be hiring at the event? YES NO

Please attach your company description.

City State Zip

Billing Email

Phone

Booth Choice:

Amount Enclosed:
\$ _____

1st 2nd 3rd

*Yellow booths indicate premium booths.

*Green booths indicate Major Sponsors.

Speaker Area	73	74	75	76	77	78	79	80	81	82	83	84	Speaker Area
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63	64	65	66	X	X	69	70	71	72
X	54	X	X	X	X	59	60	61	62
X	X	X	X			X	X	X	X

X
X
X
LOAD-IN
X
89
90
91

92
X
X
X
X
97
98
X
X

BAR FOOD BAR

X	X	X	X	X	X	X	X	X	X
25	26	X	X	X	X	X	X	X	X
15	16	X	X	X	X	X	X	23	24

1	2	3	X	X	6	X	Entrance	X	X	10	X	12	13	14
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For up-to-date booth availability, please check our website.

Show Information

We are excited to announce we are changing the Business Expo format this year!!

Here is some important information about the show:

- Nametags will be available when you arrive to setup your booth.
- All booths must be set up by 1:00 p.m. for an exhibitor preview. This is an opportunity for you to meet with your fellow exhibitors before we open to the public.
- The show will end promptly at 6:00 p.m. and early breakdown will not be permitted.
- **We are advertising this event as a HIRING EVENT as well, so we suggest having a Human Resource representative at the booth.**
- **We are going to have workshops/seminars/round tables throughout the day which may be beneficial to your employees. There is no need to sign up before.**
- Hors d'oeuvres and a cash bar will be available.
- There will be no theme this year as we are adding other features.
- Each exhibitor is automatically entered to win the grand prize of \$1,000 cash.

Exhibit Space Information

- Each booth is 10' x 8' and includes one (1) 8' skirted table. There will be hooks available to hang decorations and banners from the pipe and drape along the back of the booth.
- **ALL BOOTHS INCLUDE ELECTRICITY.**
- Booth spaces are first-come, first-serve. Please visit the Chamber website for the most up-to-date floorplan.
- Balloons will be available to mark your booth with if your company is hiring. We strongly encourage you to participate if your company is hiring.

Raffle Information

- Only one (1) raffle item per exhibitor, with a minimum value of \$50. You will be responsible for drawing your prize and following up with the winner.
**NOTE: Feel free to hold smaller raffles at your booth - logo mugs and service discounts are great ways to get new clients! These smaller items will not be "official" EXPO prizes and will therefore not be announced or promoted.
- A basket or bowl to collect business cards for raffle entries is suggested.

Return Completed Registration Form to:

Kennebec Valley Chamber or Commerce
269 Western Avenue, Augusta, ME 04330

Email: info@KennebecValleyChamber.com

Or Register Online:

KennebecValleyChamber.com/business-expo