



Yes! Sign me up to exhibit at the 2012 Business Expo and Small Business Conference

Exhibit Booths

Single booth includes a 10' x 10' carpeted area with one 8-foot skirted table, a sign with your company name, and two chairs. Booth drapes provided. Vendor load-in is from 6 am- 9 am the day of the event. 28k Wi-Fi included.

Single Booths 10' X 10'

Corner – Single Booth

GMCC Member: \$575

Non Member: \$845

\$ _____

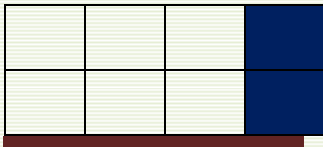
Standard – Single Booth

GMCC Member: \$455

Non Member: \$745

\$ _____

Corner + Corner



Double Booths 20' X 10'

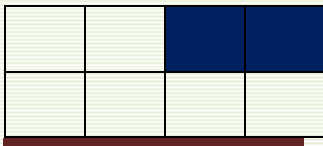
Double Booth (corner + corner)

GMCC Member: \$965

Non Member: \$1,345

\$ _____

Corner + standard



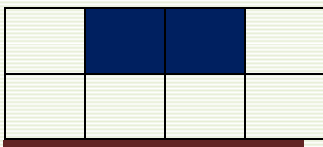
Double Booth (corner + standard)

GMCC Member: \$775

Non Member: \$1,110

\$ _____

Standard + standard



Double Booth (standard + standard)

GMCC Member: \$650

Non Member: \$910

\$ _____

Quad Booths – 20' X 20' Booth.

GMCC Member: \$995

Non Member: \$1,425

\$ _____

Vehicle – 20 feet or less

GMCC Member: \$775
Non Member: \$1,110 \$ _____

Vehicle – More than 20 feet

GMCC Member: \$1,450
Non Member: \$1,880 \$ _____

*Silver Level and Gold Level Chamber Members enjoy a 15-30% discount
Check with your Chamber Membership Executive for your savings.* Discount - \$ _____

Booth Total \$ _____

Vendor name tags Please indicate the names of individuals staffing your booth:

Booth signs Booth signs will be provided. Please print EXACTLY how your business name should appear.

Electrical Pre-purchase Options

1,000 Watt Electrical Outlet \$45.00 \$ _____
2,000 Watt Electrical Outlet \$65.00 \$ _____

Breakfast

The breakfast program will begin at 9:00 am featuring a keynote speaker and a continental breakfast menu. Registration Required. Free to Chamber members and exhibitors. Non-Member: \$15.

Exhibitor _____ (Free)

Exhibitor _____ (Free)

Additional Breakfast attendees may register at www.greatermadisonchamber.com

Expo Passport

Three Expo Passports with up to ten participating businesses appearing on each. Participation is \$150. Only Chamber members may participate. \$ _____

Expo Attendee Mailing List

Exhibitors may purchase a mailing list of 2012 Business Expo and Small Business Conference attendees. Mailing list includes organization name, contact name and street address. Only \$195. \$ _____

Vendor release

Vendors are subject to all Terms & Conditions of the 2012 Business Expo and Small Business Conference

The Greater Madison Chamber of Commerce staff, board, ambassadors, and volunteers are committed to making the 2012 Business Expo and Small Business Conference successful for exhibitors and attendees. In order to develop a shared set of expectations, we have developed the following terms and conditions for Business Expo participants.

terms and conditions 2012

Greater Madison Chamber of Commerce 2012 Business Expo and Small Business Conference, April 24, 2012.

Exhibitors are subject to all terms and conditions of the 2012 Business Expo and Small Business Conference.

1. Greater Madison Chamber of Commerce (GMCC) has sole discretion over acceptance of exhibitors for the Expo. Only GMCC is allowed to sell booth space. Exhibitors may not re-sell, sub-lease or loan Business Expo booth space to any other business or organization.
2. Exhibit space is limited and is offered "as available". GMCC will try to fulfill requests for space, but retains sole discretion over the assignment of all exhibit booth spaces. The GMCC cannot guarantee booth preferences or configurations.
3. Booth fees are outlined on the registration form. Electricity may be ordered through the GMCC until April 16. Exhibitors must make late requests for electricity or for additional service orders directly with the Alliant Energy Center. Separate, additional charges for services are set by and handled by the Alliant Energy Center.
4. Payment for space: Exhibitors will be allowed to set up for the event only if the final booth payment has been received by the GMCC. If payment is not received, the exhibitor forfeits the space. This space may be re-assigned or used by the GMCC. The exhibitor shall remain liable for any unpaid fees to the GMCC.
5. Building rules and municipal ordinances: Exhibitors agree to obey all the rules of the Alliant Energy Center which are in effect at the time of the event, and to abide by all city and county rules and regulations.
6. Exhibitors must remain within the 10 by 10 feet configuration or multiples thereof depending upon the confirmed reservation. No extension into aisles is permitted. The GMCC reserves the right to use Alliant Energy Center staff to move an exhibitor's booth display, if not in compliance with show rules, and assess that cost directly to that exhibitor.
7. GMCC reserves the right to control the use and volume of any sound device or instrument. The GMCC does not allow an exhibitor to use any sound amplification within their specific booth.
8. All booth displays must remain completely set up until the previously published closing time of the Expo.
9. GMCC reserves the right to photograph any booth for show use only.
10. Food Samples: Please note that the Alliant Energy Center enforces food safety restrictions. All food sample distribution must be approved prior to the event by the Alliant Energy Center's catering service. Free food samples for attendees may not exceed 2 ounces for solid food or 3 ounces for non-alcoholic beverages per sample. Alcohol cannot be distributed. Also, we strongly recommend that any food served is brought to the Expo prepared in advance. Food prepared on site will be subject to food safety inspections.
11. Exhibitors who give written request for refunds for booth cancellation will be issued a partial refund of 50% until April 2, 2012.
12. Animals are not permitted in the Exhibition Hall or in exhibitors' booth spaces without prior approval of GMCC and Alliant Energy Center. Service dogs are the only animals permitted and must be leashed and clearly identified as service dogs.
13. In addition to the rules and penalties listed elsewhere in these policies, GMCC may establish additional rules and penalties that shall be deemed necessary for the GMCC Business Expo and Small Business Conference.
14. By completing and submitting registration materials and payment, exhibitors agree to these terms and conditions.

Sign below (your signature is required for participation)

Signature _____

Company Total for 2012 Business Expo and Small Business Conference Registration \$ _____

Company Name _____

Contact _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-Mail _____

Credit Card # (Mastercard/Visa) _____ Exp Date _____ Security Code _____

Name on Card _____

Reservation is confirmed upon receipt of full payment. All payments must be submitted by credit card or check made payable to GMCC. Please return this form with payment to: GMCC, P. O. Box 71, Madison, WI 53701-0071 or fax to 608-395-3963.