



# 2019 Brea Business Expo

## Thursday, August 29, 2019

### 4 PM – 7:30 PM

## 2019 Business Exhibitor Application

OFFICE USE ONLY	
Date Received	_____
Payment Amount	_____
<input type="checkbox"/> Copy of business license	

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Who will oversee your booth during the event? \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

What type of product(s) or service(s) will you be promoting during the event?  
\_\_\_\_\_

**Make your selections below and calculate the total at the bottom**

Quantity	Description	Price per item	Total
	Exhibitor Booth	\$220	
	Exhibitor Booth (Non-Member)	\$280	
	Electrical Outlet (110v)	\$20	
	Additional Tables	\$20	
	Sponsor Booth with Preferred Placement	\$350	

### Method of payment

Check payable to Brea Chamber of Commerce in the amount of \$\_\_\_\_\_ Check # \_\_\_\_\_

Visa  MasterCard  American Express  Discover  Request to be Invoiced

Card # \_\_\_\_\_ Exp Date \_\_\_\_\_ CSV \_\_\_\_\_

Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

## EXHIBITOR REQUIREMENTS

Exhibitor is required to operate throughout the entire event.

**Exhibitor booths will be filled on a first come, first-served basis.**

**Exhibitor may not sell any items of any kind during the duration of the event.**

## BOOTH SPACE

Booth Space includes one (1) six (6)-foot table and two (2) chairs.

Additional equipment will not be provided the day of the event. **Must bring your own tablecloths.**

The space contracted for is to be used solely for the name that appears on the application.

**Exhibitors and their exhibits are limited to their assigned booth space.**

Exhibitor agrees to indemnify, defend and hold harmless from any liability that arises as a result of operation of said booth. Exhibitor guarantees payment to the Brea Chamber of Commerce for the established replacement cost of unreturned and/or damaged rental items.

## ELECTRICITY

One (1) electrical outlet is available for a very limited number of booths and is limited to 20 amps only.

All extension cords used must be in safe working conditions as required by local fire code(s).

**No extension cords will be provided. There will be an extra \$20 fee if electricity is requested.**

## SET-UP AND TEAR DOWN

Every Exhibitor booth must be staffed and operational during the entire open hours of the event.

**Exhibitors will not be allowed to leave before the end of the event.**

**Any Exhibitor that leaves early will be excluded the following year.**

**Exhibitor booth must be completely set-up and ready to serve the public no later than 3:30 PM.**

There will be no early check-in. Carts, hand trucks and dollies are not supplied by the Chamber and will not be available for Exhibitor use for set-up and tear down. Exhibitors are responsible for unloading and setting up material the day of the expo.

## ADDITIONAL INFORMATION

**The Brea Chamber adheres to a NON-REFUNDABLE policy for all events.**

**By signing below, exhibitor agrees to all terms and conditions of this contract.**

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_