

YOU Are Invited

To The
2011



Please accept this invitation to participate in the annual ***Taking Business to New Heights-Huber Heights Business Expo*** on Thursday, November 3. This is the 7th year the Huber Heights Chamber of Commerce has sponsored this event which continues to be one of the largest Business Expos in the region. Due to the overwhelming responses we received after last year's event, we've decided **the 2011 Expo will be from 5-7pm** at the Huber Heights Athletic Foundation 5367 Fishburg Rd. After your booth is set up, enjoy our popular **business to business networking event from 3:00-4:30**. Great food provided by Creatif Catering, business card exchange and a chance to win prizes.

The Expo is a great opportunity to put your business in front of hundreds of people from Huber Heights as well as the Greater Dayton region. The Huber Heights Business Expo gives you an added visibility and exposure to market your business at an affordable price. The **early bird registration begins July 1st**. Booth space is \$125 for a Chamber member or \$175 for a non-member. We also offer an Event Sponsorship for \$275, which includes your booth, electric, inclusion on the EXPO punch card and your company's name placed on the Expo publications. Event Sponsorship's sell out quick-don't delay!

In order to secure your booth location, please return the registration form & payment in full to the Huber Heights Chamber of Commerce. Registration is on a first come, first serve basis. Register now to secure your booth location. **These prices are only guaranteed through August 29, 2011.**

Your 2011 Business Expo Registration Form is on the back. Please take the time to read the updated registration form. If you have any questions contact the Chamber office at 233-5700 or email Kathy at kathyb@hubercc.com. We look forward to seeing you at the 2011 Business Expo.

Sincerely,

Anita S. Brock
Executive Director
Huber Heights Chamber of Commerce



2011
BUSINESS EXPO
Registration Form



As a business/exhibitor, I hereby agree to the following:

1. A completed Registration Form accompanied by the payment in full will secure your booth location, Platinum, Gold & Event Sponsors have first choice of booth locations. Regardless of prior participation, the remaining booths are on a first come, first serve basis. **Cancellation Policy**-in order to receive a full refund, the cancellation must be received by 4:00pm Monday, October 24th. After such date, no refunds will be made.
2. No exhibitor is allowed to share their booth with another business/organization. You may not distribute any materials on behalf of another business/organization. This includes but not limited to information which is political, social or non-business in nature.
3. No exhibitor is allowed to solicit money from the public or exhibitors in attendance. This includes any funds for their organization through raffles, lottery or any other form of gambling. **NO direct sales and NO campaigning.**
4. Booth set up is November 3rd at 9:00am and must be completed no later than 2:00pm. At least **1** person must staff the booth from 5-7 p.m. **No Exceptions.**
5. Upon completion of booth set-up, **ALL VENDORS** must park their vehicles at the Marian Meadows Shopping Center.
6. No booth may be taken down and/or abandoned prior to 7:00 p.m. the night of the event.
7. **No one under the age of 18 is permitted to participate in the Business Punch Cards. ONE CARD PER ADULT .**
8. Please place all trash in the trash bins provided before, during and after the EXPO.
9. Businesses will be charged for any rental items taken from the EXPO - Including table skirts, drapes, chairs and tables.
10. The Huber Heights Chamber of Commerce or the Huber Heights Athletic Foundation is not responsible for any personal belongings that may be lost, stolen or left behind at the Business Expo.
11. We agree to hold the Huber Heights Chamber of Commerce and the Huber Heights Athletic Foundation harmless for any claims that may arise from damages to personal property, injuries or accidents.

In order to secure your booth for the 2011 Business Expo, send the Completed Registration Form with Full Payment to the Huber Heights Chamber of Commerce 4756 Fishburg Rd. Huber Heights, OH 45424. Make checks payable to HUBER HEIGHTS CHAMBER OF COMMERCE.

VENDORS: I agree to pay: Prices good through August 29, 2011 **** **After August 29, 2011 booths are \$150.00 for members & \$200.00 for non-members.**

____ Member \$125 ____ Member Food Vendor \$50 ____ I have my own sign ____ I have free-standing display ____ I need electric **\$25.00 (Limited #)
 ____ Non-Member \$175 ____ Non-Member Food Vendor \$100 ____ I have my own sign ____ I have free-standing display ____ I need electric **\$25.00 (Limited #)

***ANYONE USING ELECTRIC MUST PROVIDE THEIR OWN EXTENSION CORD; WE SUGGEST A 25' CORD**

SPONSORS: Please check all areas that apply

____ **Platinum Sponsor** ____ I have a \$500.00 Door Prize ____ I have a free-standing display ____ I have my own sign ____ I need electric
 ____ **Gold Sponsor** ____ I have a free-standing display ____ I have my own sign ____ I need electric
 ____ **Event Sponsor \$275.00** ____ I have a free-standing display ____ I have my own sign ____ I need electric

*Event Sponsorship includes; booth, electric, inclusion on the EXPO punch card, your company's name placed on event publications.

**** If you do not have a booth sign and would like us to provide one for you. Please print the name of your BUSINESS as you would like it to appear on the sign.**

 Business Address _____

Phone _____ Fax _____ Email _____

OWNER/MANAGER SIGNATURE DATE

DATE