

A TASTE OF GROVE CITY & BUSINESS EXPO

Dear Business Expo Vendor:

We are very excited to kick off our 4th Annual Taste of Grove City and Business Expo! Local businesses and food vendors will provide samples of their food, products and services to patrons from the community. Last year we broke records with all the businesses that came which also drew record crowds. **The Expo is open to Chamber members and the participation and the fee is \$100.** A part of your participation fee will be used for the purchase of door prizes. **The \$100 fee allows 2 associates to enter per table.**

The vendor application deadline is February 21st.

Applications received after the deadline will be subject to pay \$125

This event is open to the public; patrons will be charged an event entry fee of \$5. The event will be held at the South-Western Career Academy, 4750 Big Run South Road in Grove City. Proceeds will benefit the Grove City Food Pantry and the Grove City Area Chamber of Commerce. **The event will be March 21, 2012 from 5:00pm – 8:00pm; exhibitors may begin setting up at 3:00pm. (Set up time must be completed by 4:30pm)** No Business Expo participant is allowed to bring food or drinks!

Please RSVP to Chris Thompson, of the Grove City Area Chamber of Commerce, via e-mail: internchris@gcchamber.org and be sure to attach a jpeg of your business logo. You may also call 614-875-9762 with any questions or concerns.

The Chamber will be marketing the event to the community.

The Chamber will provide:

- Advertising for the event and your logo/name in the program
- Posters for the event posted around the community
- One 5' Table w/ skirt
- Electric and water access
- Refrigerator access

Business Vendors will provide:

- Extension cords (if electric is needed)
- Digital image of your logo emailed to chris@gcchamber.org by **February 21st**
- Signage for the table
- Promotional items (if you choose) for your table

Grove City Area Chamber of Commerce
4069 Broadway Grove City, OH 43123

2012 GROVE CITY CHAMBER BUSINESS EXPO

Rules and Regulations

WHAT PRODUCTS ARE ALLOWED & WHO MAY PARTICIPATE?

Generally, any Chamber member business or individual may participate. Non Chamber members may participate with a higher entrance fee. NO food of any kind may be with a Business Expo participant. Examples include but are not limited to: pop corn, cotton candy, bottled water, cookies etc...The Business may bring information to promote the business such as a trifold, fliers, and anything not food related. The associates who are manning a table must stay at the table for the duration of the Expo!

WHAT PRODUCTS ARE NOT ALLOWED?

Businesses are not allowed to bring any type of water or soda, as that is reserved for our host, Southwestern Career Academy. Businesses are not permitted to bring any type of food as listed above.

HOW DO I SIGN UP?

Contact the Grove City Area Chamber of Commerce for an application. Complete and return the application with \$100 or \$125 for non chamber members by February 21st. The Chamber will provide you with one 5 X 3.5' table. A completed application consists of a signed and initialed copy of the Rules and Regulations and a completed application with payment.

WHAT IS INCLUDED IN MY FEE?

The fee will reserve a guaranteed space for the day of event. You will be notified before the event where you will be located in an acceptance letter. The Chamber will provide advertising for the Taste of Grove City and Business Expo, put up 4X8 signs in front of the City and distribute flyers to area businesses to help promote the event. Your name/logo will also be promoted in our 3 page program, outlining where people can find you at the event.

Electric access (Must specify on application if needed)

HOW ARE SPACES ASSIGNED?

Spaces are assigned based on electricity needs and where our outlets are located, then they will be selected based on date of application acceptance.

Your application will not be considered without the signed/initialed rules and regulations, application with payment & completed temporary license permit.

Initial _____

WHEN DOES THE TASTE OF GROVE CITY & BUSINESS EXPO START?

The Taste of Grove City will be held on March 21, 2012 from 5:00PM – 8:00PM, exhibitors may begin setting up at 3:00PM on day of the event; but must be completed by 4:30PM. Businesses can pull up to the door to unload, however we ask that you park behind the Career Academy so we can open parking to our patrons.

WHAT DO I NEED TO BRING?

Business Vendors will be expected to bring: Extension cord (if needed), a Table Cloth (we will provide a skirt), and anything else to promote your business at your table.

CLEAN UP

Vendors are required to clean up their spaces at the close of the event. **Accordingly, all debris, boxes, sacks, etc., cannot be left in the school.**

Printed Name: _____

Signature: _____ Date: _____

2012 TASTE OF GROVE CITY & BUSINESS EXPO

BUSINESS EXHIBITOR APPLICATION

The event is hosted at the South-Western Career Academy
4750 Big Run South Road in Grove City
March 21, 2012 from 5:00pm – 8:00pm

Exhibitor Spaces are 5' x 3.5' with Table Skirting provided. Booth must be staffed at all times.
Price for each space is \$100 for Chamber Members

Number of Tables Purchased _____

Access to Electric Needed? ____ Yes ____ No

A portion of your participation fee will be reinvested in Chamber businesses for door prizes for the event.

APPLICATION & PAYMENT DEADLINE

BUSINESS EXHIBITORS MUST RETURN APPLICATION WITH PAYMENT BY 2/21/2011
Payments received after 2/21/2011, will be increased to \$125.

Once your application and payment has been processed, you will receive notification of your acceptance and information regarding set-up and tear-down times.

Payment Information: Please make checks payable to the Grove City Area Chamber of Commerce. You may also pay by Credit Card (Visa or MasterCard only) or by Cash. Please indicate if you require a receipt.

Please Mail Your Application & Payment to:
Grove City Area Chamber of Commerce
4069 Broadway Grove City, OH 43123

If you have any questions or concerns, please call the Grove City Chamber office 614-875-9762.

BUSINESS / ORGANIZATION INFORMATION

Business Name: _____

Primary Contact: _____

Type of Business: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

Website: _____

Credit Card Information: __ MasterCard __ Visa Exp. Date: _____

Card # _____ V-Code: _____

Billing Address (if different than above): _____