

APPLICATION AND CONTRACT FOR EXHIBIT SPACE

33rd Annual Lake of the Ozarks Products and Services Show

March 10 and 11, 2012 • Country Club Hotel • Lake Ozark, Missouri

Business: _____ Camdenton Chamber Member? _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____

Fax: _____ e-mail Address: _____

Sell Merchandise at Show? (Y or N): _____ If Yes, MO sales tax #: _____

Product or service to be exhibited: _____

BOOTH RATE & HOTEL INFORMATION (SEE FLOOR PLAN)

<u>Quantity</u>	<u>Description</u>	<u>CACC Member Rate</u>	<u>Non-Member Rate</u>	<u>TOTAL</u>
_____	Standard Booth(s) [A-S & FA] 8' [d] x 10' [w] [2 chairs, waste basket & table] Table Size [check one]: <input type="checkbox"/> -8' <input type="checkbox"/> -6' <input type="checkbox"/> -4' or <input type="checkbox"/> -No Table	x \$400	or x \$525	\$ _____
_____	End Aisle Booth(s) [A-R 1's & 7's] 8' [d] x 10' [w] [2 chairs, waste basket & table] Table Size [check one]: <input type="checkbox"/> -8' <input type="checkbox"/> -6' <input type="checkbox"/> -4' or <input type="checkbox"/> -No Table	x \$450	or x \$575	\$ _____
_____	Corner Booth [-190 sq ft] [2 chairs, waste basket & 2 tables] Table Size [check one]: <input type="checkbox"/> -8' <input type="checkbox"/> -6' <input type="checkbox"/> -4' or <input type="checkbox"/> -No Table	x \$1,000	or x \$1,250	\$ _____
_____	8' x 8' Booth(s) in Main Hall [T-33, -34 & -42] [2 chairs, waste basket & table] Table Size [check one]: <input type="checkbox"/> -8' <input type="checkbox"/> -6' <input type="checkbox"/> -4' or <input type="checkbox"/> -No Table	x \$325	or x \$450	\$ _____
EARLY BIRD SPECIAL: { If <u>paid in full</u> by July 31, 2011 , deduct \$75 per booth; or if <u>paid in full</u> by September 30, 2011 , deduct \$50 per booth; or if <u>paid in full</u> by November 30, 2011 deduct \$25 per booth.				\$ _____
TOTAL				\$ _____

AMOUNT ENCLOSED [minimum 50% deposit to reserve space—if signing up after January 15, 2012, full payment is due with application] \$ _____

BALANCE REMAINING [due by January 15, 2012] \$ _____

Certificate of Insurance Enclosed Certificate will be sent under separate cover

I have completed the other side of this form

NOTE: If you need **ELECTRICAL SERVICE** or additional convention supplies, you must order directly from Page & Brown Convention Services. Go to <https://www.pagebrown.com/pdfforms/PRODSRVC%2012.pdf>

Applications will be accepted as long as space is available.

Applications or payment received after March 3, 2012 require cashiers check, money order or credit card.

BOOTH LOCATION: Please refer to the floor plan to select your preferred space. Booth locations are given with a row letter and booth number. Exhibitors that had space in the 2011 Show will have first opportunity to reserve the same space. After September 30, 2011 space is assigned on a first-come, first-served basis upon receipt of deposit.

First choice: _____ Second choice: _____ Third choice: _____

BE SURE TO COMPLETE THE OTHER SIDE OF THIS FORM!!—SIGN AT THE BOTTOM OF PAGE 2

Business Name: _____

SET-UP AND TEAR-DOWN: EXHIBITORS WHO DO NOT NEED OVERSIZED DOOR TO LOAD AND UNLOAD

Most exhibitors can bring in their displays through a double 6 foot door. To assist in set-up, we will be **assigning times** so that everyone is not trying to set-up at the same time on Friday. **Please place an "x" in your first choice.** Once your supplies are in your booth you can work until 9 PM on setting up your display].

Set-Up: Friday: 9 AM - 12 PM; 12 PM - 3 PM; 3 PM - 6 PM; 6 PM - 9 PM

Tear-Down: Sunday: 4 PM - 6 PM; 6 PM - 8 PM; **Monday:** 8 AM - 11 AM; 11 AM - 2 PM

SET-UP AND TEAR-DOWN: EXHIBITORS WHO REQUIRE OVERSIZED DOOR TO LOAD AND UNLOAD

Only one **oversized door** is available at Country Club Hotel. To assist in set-up and tear-down, please put down your preferred time and how long you will need to unload your truck. [Once your supplies and equipment are in your booth you can work on your display anytime during set-up.] We will **assign specific times and send a placard to place on your dashboard.**

Set-Up Using Overhead Door:

Wednesday: 8 - 10 AM; 10 - Noon; Noon - 2 PM; 2 - 4 PM; 4 - 6 PM

Thursday: 8 - 10 AM; 10 - Noon; Noon - 2 PM; 2 - 4 PM; 4 - 6 PM

How long will it take to unload your truck? _____

Tear-Down Using Overhead Door:

Sunday: 4 PM - 5 PM; 5 PM - 6 PM; 6 PM - 7 PM; 7 PM - 8 PM

Monday: 8 AM - 10 AM; 10 AM - 12 PM; 12 PM - 2 PM 2 PM - 4 PM

How long will it take to load your truck? _____

Reminder: If you have a heavy display, please bring plywood sheets to set beneath your display. You will be responsible for any damage to the floor or carpet. If you have questions call the Country Club Hotel at 573-964-2200.

REQUEST FOR EXHIBITORS BADGES: Please **PRINT** names for Exhibitor Badges if needed (NOTE: exhibitor badges are not required if you prefer to wear your own company badges.)

Please contact me about the free **TIPS FOR TRADE SHOWS WORKSHOP** that will maximize my Product Show experience. Topics include: identifying your purpose for being in the show; tips on how to design your booth; how to work the crowd; pre- and post-show planning; and much more. The workshop will be from 10 AM to Noon, Friday, February 24, 2012 at the Camdenton Chamber, 739 West US Hwy 54 in Camdenton.

Please sign and return this form with a check payable to the **Camdenton Area Chamber of Commerce, PO Box 1375, Camdenton, MO 65020.** I have read the Rules and Regulations and agree they shall be part of this contract. This contract is valid when signed by Exhibitor, and accepted by the Camdenton Area Chamber of Commerce.

X _____ (Authorized Signature of Exhibitor) _____ (Title) _____ (Date)

I authorize CACC to charge my Card [Visa] [MasterCard] [Discover] \$ _____ Credit Debit
Card No: _____ Exp Date: _____ Signature: _____

A copy of this contract, with your booth assignment, will be returned to you. If a remaining balance is due, full payment is due by January 15, 2012. Applications will be accepted as long as space is available. If you have questions or need more information call the Chamber at 573-346-2227; Fax: 573-346-3496.

_____ Executive Director _____ Date Received _____ Amount Received _____ Check Number _____ Booth Number