



2017 Trade Fair & Home Show Booth Application

Saturday, May 6, 2017
9:00am-5:00pm

Sunday, May 7, 2017
10:00am-3:00pm

Location: Rt.39 Arcade, NY (Tractor Supply Plaza, Between Family Dollar & Tractor Supply)

Business Name:			
Contact Person:			
Business Address:	Phone Number:		
	City:	State:	Zip:
	Email:		

Sponsorship (see back for details)	Total
<input type="checkbox"/> Basket Auction Sponsor <input type="checkbox"/> Bronze- \$100.00 <input type="checkbox"/> Silver- \$250.00 <input type="checkbox"/> Gold- \$500.00 <input type="checkbox"/> Platinum- \$750.00	

Booth Options	Description	Qty	Pricing (please check one)	Total
Indoor-Option A	10' x10' Booth Space <ul style="list-style-type: none"> ▪ 8' back curtain drape ▪ 3' side curtain division ▪ 1- 8' skirted table ▪ 2-folding chairs ▪ Sign with Business Name and Booth # 		<input type="checkbox"/> Chamber Member: \$105.00 <input type="checkbox"/> Non- Member: \$125.00 <input type="checkbox"/> Silver, Gold, or Platinum Sponsors: FREE	
Indoor-Option B	10' x10' Booth Space <ul style="list-style-type: none"> ▪ 8' back curtain drape ▪ 3' side curtain division ▪ Sign with Business Name and Booth # 		<input type="checkbox"/> Chamber Member: \$95.00 <input type="checkbox"/> Non- Member: \$105.00 <input type="checkbox"/> Silver, Gold, or Platinum Sponsors: FREE	
Outdoor	10' x 20' Booth Space *If you need more space then designated, please contact the Chamber Office.		<input type="checkbox"/> Chamber Member: \$115.00 <input type="checkbox"/> Non- Member: \$140.00 <input type="checkbox"/> Gold, or Platinum Sponsors: FREE	
Booth Accessories		Qty	Price	Total
Electricity- brought to your booth		-----	\$12.00	
Additional Tables			\$20.00	
Additional Chairs			\$4.00	

Remit Payment to:
Arcade Area Chamber of Commerce
 228 Main St, Arcade, NY 14009
 585. 492.2114 (O) 585.492.5103 (F)

- Make sure to include:
- Completed Registration Form
 - Payment (Credit Cards Accepted)
 - Separate \$25 check for show deposit
 - Certificate of Liability

Online Payment and Registration:
www.arcadechamber.org

Total:	
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Application Deadline: April 14, 2017

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Show Details:

Important Information for Exhibitors:

1. **Show Deposit:** ALL exhibitors must send a separate check of \$25.00 for a show deposit. You will get your check handed back to you if you are still set up on Sunday at 2:45pm.
2. **Certificate of Liability-** All exhibitors must provide a valid certificate of liability insurance, please include with your payment and registration.
3. **Booth Assignment:** Booth Assignment and additional show information will be emailed to exhibitor by April 28.
4. **Booth Set-Up:** Friday, May 5: 9:00am-5:00pm. **Booth Tear-Down:** Sunday, May 7st: 3:00-5:00pm (If these times do not work for you, special arrangements can be made if you contact the Chamber Office)
5. **Wi-Fi Service-** Thanks to Pioneer Central School District we will be able to offer Wi-Fi Internet Service to all exhibitors.
6. **Selling:** If you will be selling anything at your booth, you must have a New York Department of Taxation and Finance Certificate of Authority displayed.
7. **Food and Drinks for Sale:** There will be food and drinks for sale throughout the event. To make it easy on vendors, volunteers will come around and offer to take orders and will make deliveries.
8. **Restrooms:** Indoor restrooms are available for exhibitors only. There will be an outdoor porta-potty available for the community.
9. **Security:** A security team will make sure your booth is safe while the trade fair is closed to the public.

Show Theme: *"Business is Blooming"*

- Exhibitors are encouraged to incorporate the theme of the show into their booth décor. There will be a "People's Choice" contest where Trade Fair & Home Show goes pick their favorite booth that used the show theme. 50% off a booth space in the 2018 show will be the reward! We can't wait to see how you get creative.

Sponsorship Opportunities:

Your donation will help to ensure a successful event for over 75 exhibitors and 6,000 expected attendees.

Sponsorship Deadline: April 3, 2017

Basket Auction Sponsor- Donation of a basket for our Basket Auction during the Trade Fair

- Recognition of Business as a 2017 Trade Fair Sponsor

Bronze Level Sponsorship- \$100

- Recognition of Business as a 2017 Trade Fair & Home Show Sponsor
- Sponsor Sign for your Booth Space

Silver Level Sponsorship- \$250

- Same value as Bronze AND
- One Free 10'x10' Indoor Booth Space

Gold Level Sponsorship- \$500

- Same value as Silver AND
- Complimentary Arcade Herald Ad in the Trade Fair & Home Show Feature

Platinum Level Sponsorship- \$750

- Same value as Gold AND
- Additional Free Booth Space (2 total)
- Opportunity to address the attendees on the Trade Fair stage each day