

# Hull Business & Industry Expo

## Wednesday, March 28, 2018

January 15, 2018

The Hull Area Chamber of Commerce would like to invite you to participate in our town's fourth annual Hull Business & Industry Expo!

We will be holding the event on Wednesday, March 28 from **3:00pm to 8:00pm** in our community building on Main Street. (In the event that the response is more than expected, the location will be subject to change).

There will be a booth fee per business. The booth size will be approximately 10' x 10' with one 8-foot table & 2 chairs provided for you to use. An additional table can be set up for you for an additional \$10. You may bring in your own additional table if it will fit within your allotted space. You are also welcome to reserve a double booth if you are needing additional space. **PLEASE NOTE** – this will require double booth fee. Limited booth space is available with electricity. If your booth requires electricity, please mark your registration form. You are responsible to take your own extension cords.

In order to secure a booth, please fill out the registration form attached, and return to the address listed prior to **Friday, February 9**. After that date, if space allows, invitations will be sent to businesses in the surrounding communities. **Please include your booth fee at this time. No space will be reserved for you unless the appropriate fee is included.** (If weather is inclement and you cannot attend, you can request reimbursement of half of your booth fee by contacting the Chamber Director prior to April 15, 2018)

Businesses who meet the registration deadlines will be listed in advertising material. Please feel free to do your own advertising and invite your own customers and guests as well!

~Set up times will be available after Noon on Wednesday. **LIMITED Tuesday evening set up times can be scheduled by appointment only! Contact the Chamber Office to schedule a time & a waiver will need to be signed for liability reasons.**

~Businesses may use the front entrance to the Community Building to load & unload. There is one other entrance to the Community Building that can be accessed from the alley. If you use the alley entrance, please be careful not to block the alley.

**~Please ensure your display/tables/product have proper protection so as not to damage the gym floor or a fee will be assessed for any damage done.**

~Any fire or flame must be supervised at ALL TIMES!

~Sub-renting of booths to another party is not allowed.

~Tear down will be **after** 8:00pm. Everyone is encouraged to help tear down your booth space.

~If anything changes, you will be notified via e-mail.

We plan to offer Door Prizes throughout the event. Those in attendance will be encouraged to register and we hope to be able to announce winners every half hour depending on the number of prizes. All exhibitors are encouraged to provide a door prize with a minimum \$10 value or more. These items can be brought to the Hull Chamber Office any time before March 28.

There will be a Pancake Supper in the dining hall of the Community Building benefitting the Hull EMT Department that evening as well.

If you have any questions, please feel free to contact me at 712-439-1513 or [hullchamber@cityofhull.org](mailto:hullchamber@cityofhull.org).

Sincerely,

Your Hull Chamber of Commerce

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### REGISTRATION FORM

DEADLINE: Friday, February 9, 2018

Business Name: <i>(as you would like to see it on advertising)</i>	
Contact Person:	
Street Address:	
City, State, Zip:	
Phone Number(s):	home: _____ cell: _____
E-Mail Address: <i>(this will be used for any follow-up correspondence)</i>	

1. Exhibitor shall protect, defend, indemnify, save and keep harmless the Hull Chamber of Commerce & the City of Hull, its officers, agents & employees, against and from all claims, loss, cost, damage, or expense of any kind or nature whatsoever arising out of or from (I) any accident or occurrence in or at the space requested; (II) the sale of any goods or services by Exhibitor or its agents; (III) the consumption or existence on the City of Hull property of any product sold by Exhibitor or its agents; (IV) any act or omission of Exhibitor, its employees, agents or invitees
2. All Exhibitors personal property of every kind or description which may at any time be in or on any of the City of Hull property shall be at Exhibitors sole risk and the Hull Chamber of Commerce & the City of Hull shall not be liable for any loss or damage to said property caused in any manner whatsoever
3. Exhibitor's booth space shall be attended by at least one person during all hours during in which the promotion is open to the public.

Exhibitor  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REGISTRATION FEE/INFO: (Please mark ALL of your booth needs! If it's not marked, we will assume you don't need it)**

Booth Fee - Chamber Member	\$50.00	\$ _____
Stage Booth Fee	\$35.00	\$ _____
Booth Fee – Non Chamber Member	\$100.00	\$ _____
Add'l Table	\$10.00	\$ _____
Electricity	\$10.00	\$ _____
<b>TOTAL FEE:</b>		<b>\$ _____</b>

**Please make checks payable to: HULL AREA CHAMBER OF COMMERCE**

**Return form to: Hull Chamber of Commerce  
PO Box 816  
Hull, IA, 51239**

***(Registration is not complete until payment is received)***