

**QUAD AREA CHAMBER OF COMMERCE
REGISTRATION FORM –
COMMUNITYBUSINESS EXPO 2011 “Commerce and Crafts”
Saturday, August 20, 2011, 12:00 - 4:00 PM**

*****Early Registration appreciated - Final Registration Deadline August 12th, 2011 *****

Lino Lakes City Hall – Inside and Out (Weather Permitting)

600 Town Center Parkway	Lino Lakes	MN	55014
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Member \$35.00____ Non-Member \$50.00____ Civic \$45.00____ Crafters \$25.00____

One Chair Provided. Table: \$10____ Electric: \$5____ Indoors____ Outdoors____

Business Name:_____

Address:_____ City:_____

Zip:_____

Contact Person:_____

Phone:_____

Email:_____

Describe your business and the promotions/demonstrations/raffle/giveaways etc., taking place at your booth:

PLEASE READ ALL ENCLOSED RULES AND REGULATIONS CAREFULLY, THEN SIGN AND DATE BELOW.

The Quad Area Chamber of Commerce, P.O. Box 430 Circle Pines, MN 55014 will not be responsible for any loss, damage, injury or death in connection with this Community Business EXPO 2011. It is agreed that Exhibitors will hold these parties (Quad Area Chamber of Commerce, City of Lino Lakes) harmless for any loss, damage, and injury or otherwise, which arise from Exhibitor's negligence.

I/we, as participants in the above Community BUSINESS EXPO 2011, agree to all of the stated rules and regulations.

Signed_____this____day
of_____20_____.

RETURN THIS SIGNED FORM WITH CHECK TO:

Quad Area Chamber of Commerce
P.O. Box 430
Circle Pines, MN 55014

Office use only:

Date Received_____Check#/Amount_____Confirmation_____

**QUAD AREA CHAMBER OF COMMERCE
RULES & REGULATIONS FOR COMMUNITY BUSINESS EXPO 2011**

**August 20, 2011
12:00 – 4:00 p.m.**

1. Set-up at **Lino Lakes City Hall, 600 Town Centre Parkway** on Saturday, August 20, from 10:00 a.m. to 11:30 a.m. Set-up must be completed before the event opens.
2. **Please** unload your equipment at the city hall doors and then park in the parking area designated “Expo Parking” so that the parking lot is available for those attending the event.
3. Take down time will not start before closing. All exhibitors must vacate the facility by 4:30 p.m. on Saturday.
4. All material and equipment brought on the property shall be at the total risk of the Exhibitor. Anything that would cause real or potential danger to any person will be prohibited on the premises except Police, Fire and Ambulance exhibits.
5. Those exhibitors requesting electricity must provide their own UL approved extension cord and multi-plug adapter, if necessary.
6. Exhibitors must remove all refuse upon breakdown.
7. Do not leave your booth unattended during the event.
8. Cutting, driving nails or tacks in the floor or walls of building is **strictly prohibited**. Any damage caused to the building by exhibits/exhibitors will be charged to and paid for by the exhibitor.
9. Seminars and demonstrations may be conducted within exhibitors’ space only, with due consideration and coordination with adjacent exhibitors.
10. A tax form is required if you are selling items at your booth. The chamber will have the forms available.

THESE RULES AND REGULATIONS MUST BE ACCEPTED AND ADHERED TO BY EACH EXHIBITOR. THE QUAD AREA CHAMBER OF COMMERCE RESERVES THE RIGHT OF FINAL DECISION IN RULES INTERPRETATION AND ENFORCEMENT.

PLEASE SIGN, DATE AND RETURN A COPY FOR OUR RECORDS:

_____ **DATE:**_____