

*Rutland Region Chamber of Commerce*  
***Business Show 2010!***

sponsored by:

***Rutland Regional Medical Center***  
***Tuesday, March 9, 2010 ~ 4-7:30 PM***  
***Holiday Inn, Route 7 South in Rutland***

**Full Payment Required at the time of space reservation.**

**Electric and wall space is limited and will be assigned on a first come first pay basis**

**If you have any special requests please not them below.**

**Exhibitor Registration Form:**

Space requested:	RRCC	Non-Member
	Member fee:	Fee:
___ 6' table (limited # available)	\$220.00.....	\$320.00
___ 8' table	\$245.00.....	\$345.00
___ 10' space (includes 8' table)	\$270.00.....	\$370.00
___ 8' table Hotel Entry	\$175.00.....	\$275.00

***You can purchase double booths if you need additional space***

**Additional requirements:**

- \_\_\_ Electricity (limited spaces available - assigned on a first come first serve basis. You must supply your own extension cords and duct tape to cover them.)
- \_\_\_ Phone jack (limited spaces available - assigned on a first come first serve basis)
- \_\_\_ I have a tall floor display and will need to be placed on an outside wall of the conference room.

**Special Requests:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Company: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**\*If your accounts payable department requires time to process payment or an invoice needs to be sent, please notify me to make the appropriate arrangements.**

**Rutland Region Chamber of Commerce**  
**Business Show 2010**  
**Sponsored by Rutland Regional Medical Center**  
**Exhibitor Information**

The Business Show 2010 will be held on Tuesday, March 9, 2010 at the Holiday Inn, Route 7 South in Rutland from 4:00 - 7:30 PM.

The show is open to any exhibitor wishing to display their services or products in a fun, informal setting. This is an excellent networking opportunity and a good way to build business contacts.

Cost:	6' table	\$220 members	\$320 non-members
	8' table	\$245 members	\$345 non-members
	10' space w/ 8' table	\$270 members	\$370 non-members
	8' table Hallway	\$175 members	\$275 non-members

\*\* you can purchase double booths if you need additional space

\* Spaces will be sold on a first come-first pay basis and **will be reserved ONLY when payment is received.**

\* **You must purchase enough space for your display.** We are trying to accommodate as many exhibitors as possible - we ask that you please purchase the amount of space necessary for your display.

\* Linens will be provided for all tables.

\* Electricity - there are a limited number of spaces with electricity available. **If you require an electrical hook-up, you must note it on the exhibitor form.** We will not guarantee an electrical hook up. You must supply your own electrical cords and duct tape to secure them to the floor. Only spaces along the outside walls will have access to electricity. **If you are assigned a center table you cannot run an extension cord across the aisles.**

\* If you have a large floor display, please note that on the registration form. We are trying to place them against the outside walls in order to not block other exhibitors.

\* Signs may be hung on the walls with **masking tape or tack 'n stick reuseable adhesive only.** No other methods may be used to hang signs, you are responsible for any damage to walls for not using the adhesives approved by the Holiday Inn. Please bring your own supplies to hang your sign.

\* Exhibitors must assume full responsibility for products exhibited.

**Set-up/Tear Down**

\* Set up will begin at 2:00 PM on Tuesday, March 9th.

\* Your display must be ready for opening at 3:45 PM and should be staffed at that time.

\* Displays absolutely cannot be torn down until the closing of the show at 7:30 PM. Tearing down early may result in non admittance in 2010

**Door Prizes**

RRCC will not have a door prize table this year. You are encouraged to hold individual raffles at your exhibitor space.

**Food/Bar**

A cash bar and hors d'oeuvres will be available at the Holiday Inn to encourage traffic flow to all areas. Food or treats provided at your booth is encouraged.

If you have any additional questions, please feel free to contact the Rutland Region Chamber of Commerce at 773-2747.