



St. Bernard Chamber of Commerce

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Business Expo & Trade Show

The St. Bernard Chamber of Commerce is proud to announce our fourth annual **St. Bernard Chamber Business Expo**. Sign up now to participate in the biggest annual trade show in St. Bernard Parish and market yourself to new customers and business partners.

When: Saturday, June 28, 2014, 11:00 a.m. to 3:00 p.m.

Where: St. Bernard Civic Auditorium

How to Participate:

1) Sign up as an Exhibitor and pick your spot!

- a. 10' x 10' Booth with 8' Table and 2 Chairs

Chamber Members \$125

Non-Chamber Members \$225

- b. 10' x 10' Corner Booth with two 6' Tables and 2 Chairs

Chamber Members \$150

Non-Chamber Members \$250

2) Sign up as a Sponsor and support your business community!

- a. Silver Sponsor \$500 (View details on Sponsor Agreement)

- b. Gold Sponsor \$1000 (View details on Sponsor Agreement)

- c. Platinum Sponsor \$1500 (View details on Sponsor Agreement)

THANK YOU TO OUR ANNUAL SPONSORS



MISSION: PROVIDE THE RESOURCES AND REPRESENTATION ESSENTIAL FOR THE ENHANCEMENT OF OUR BUSINESS ENVIRONMENT.

VISION: BE THE LEADING BUSINESS AND PROFESSIONAL ORGANIZATION IN ST. BERNARD AND SOUTHEAST LOUISIANA.

Exhibitor Agreement

Yes! I want to participate in the St. Bernard Chamber's 2014 Business Expo. By signing below I agree to and accept the terms and conditions set forth on this and all additional Expo documents.

Business Name: _____

Contact Person and Title: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email: _____

Credit Card # _____

Exp. Date: _____

Auth. Code: _____

Name as it Appears on Card: _____

Billing Zip Code: _____

Signature: _____

Date: _____

Please make checks payable to The St. Bernard Chamber of Commerce

Send checks to 100 Port Blvd., Suite 10, Chalmette, LA 70043

Agreement includes exhibit space, one 8' draped table or two 6' draped tables with 10' black drape backwall and 4' side rails, 2 chairs, and booth identification sign. Electrical service is limited, and all booths are provided on a first come, first served basis. Extension cords must be heavy duty with circuit breaker multi outlet (if necessary). Only one cord per vendor is allowed. The Expo is designed to accommodate 42 Business Exhibitors, 6 Restaurant Exhibitors, and 5 Sponsor Exhibitors. Final booth assignments will be made by the Chamber, and all Chamber members will receive first priority as it pertains to Expo participation and booth assignment. The Chamber reserves the right to make booth or floorplan changes as deemed necessary. Each exhibitor will be presented with 4 event passes for booth personnel. All exhibitors are strongly encouraged to offer door prizes and/or promotional giveaways. For additional questions or special needs, please contact the Chamber at (504) 277-4001 or email us at director@stbernardchamber.org.

10' x 10' Booth with 8' Table and 2 Chairs

Chamber Members \$125

Non-Chamber Members \$225

10' x 10' Corner Booth with two 6' Tables and 2 Chairs

Chamber Members \$150

Non-Chamber Members \$250

Total Amount Due: \$ _____

Exhibitor and Sponsorship fees are due immediately upon submission of agreements. Confirmed participation in the Expo is contingent upon receipt of fees paid in full.

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Sponsor Agreement

Yes! I want to participate in the St. Bernard Chamber's 2014 Business Expo. By signing below I agree to and accept the terms and conditions set forth on this and all additional Expo documents.

Business Name: _____

Contact Person and Title: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email: _____

Credit Card # _____

Exp. Date: _____

Auth. Code: _____

Name as it Appears on Card: _____

Billing Zip Code: _____

Signature: _____

Date: _____

Please make checks payable to The St. Bernard Chamber of Commerce

Send checks to 100 Port Blvd., Suite 10, Chalmette, LA 70043

Agreement includes exhibit space with table size, location, and number of chairs defined by level of sponsorship, black drape backwall and 4' side rails, and booth identification sign. Electrical service is guaranteed for all levels of sponsorship. Extension cords must be heavy duty with circuit breaker multi outlet (if necessary). Only one cord per vendor is allowed. The Expo is designed to accommodate 42 Business Exhibitors, 6 Restaurant Exhibitors, and 5 Sponsor Exhibitors. Final booth assignments will be made by the Chamber. The Chamber reserves the right to make booth or floorplan changes as deemed necessary. All exhibitors and sponsors are strongly encouraged to offer door prizes and/or promotional giveaways. For additional questions or special needs, please contact the Chamber at (504) 277-4001 or email us at director@stbernardchamber.org. The 3 levels of sponsorship are defined as follows:

Silver \$500 Sponsorship Sponsor Board Recognition located at front of Exposition Hall
Special Recognition in multimedia display located throughout Exposition Hall
Premium Location of 10' x 10' booth with 2 chairs

Gold \$1000 Sponsorship Sponsorship Board Recognition located at front of Exposition Hall
Special Recognition in multimedia display located throughout Exposition Hall
Limited Recognition in all 2014 Exposition Advertising
Premium Location of up to 20' x 10' booth with 4 chairs

Platinum \$1500 Sponsorship Headlining Sponsorship Board Recognition located at front of Exposition Hall
Special Recognition in multimedia display located throughout Exposition Hall
Special Recognition in all 2014 Exposition Advertising
Premium Location of up to 20' x 10' booth with 4 chairs

Total Amount Due: \$ _____

Exhibitor and Sponsorship fees are due immediately upon submission of agreements. Confirmed participation in the Expo is contingent upon receipt of fees paid in full.



Terms and Conditions

1. All parties and questions not covered by the Basic Terms and Conditions are subject to the decision of the St. Bernard Chamber of Commerce and may be amended or supplemented at any time by the St. Bernard Chamber of Commerce, and all such amendments or additions shall, upon reasonable notice, be equally binding on all parties affected as the original.
2. The location, date and hours of the exhibition are as follows: St. Bernard Civic Auditorium, Chalmette, LA 70043 on June 28, 2014, 11:00 a.m. to 3:00 p.m.
3. Exhibit areas shall be available to Exhibitors for installing displays beginning on June 28, 2014 from 8:00 a.m. to expo commencement. All exhibits must be installed by expo commencement unless noted otherwise.
4. All exhibits, promotions or demonstrations must be kept within the limits of the Exhibitor's space. Exhibitors shall demonstrate products and distribute advertising materials only from their assigned booth space. The Business Expo is designed to encourage participants to display wares and services, and to develop customer relations and business leads.
5. All exhibits and booth materials must comply with federal, state and city fire laws, insurance, and facility safety regulations. All packing containers and materials are to be removed from the exhibition area upon completion of setup.
6. Booth panels with sections ten feet wide, and side rails four feet high will be provided free of charge. Standard name signs will be furnished free for each booth.
7. No exhibit may physically or otherwise block or interfere with a neighboring exhibit as determined by the St. Bernard Chamber of Commerce. No nails or screws may be driven into the floor. No damage of any nature may be done to any part of the exhibit hall or to the provided booth tables, chairs, and hall materials.
8. The St. Bernard Chamber of Commerce reserves the right to make appropriate changes in the floor plan and booth locations as it deems necessary for the overall success of the Exposition. The St. Bernard Chamber of Commerce reserves the right at its own discretion to adjust booth and/or open space placement, aisle locations and general floor layout as needed to improve the overall appearance and effectiveness of the show.

Participation in the Expo is provided on a first come first served basis with special priority granted to active members of the St. Bernard Chamber of Commerce.

9. Exhibitors may or may not have access to electrical services. Exhibitor booths with electrical service are made available on a first come first served basis. Any special accommodations or requests should be addressed to the St. Bernard Chamber of Commerce as soon as possible.
10. No Exhibitor may assign its contract for exhibit space or permit any other person to use any part of such space.
11. Exhibitors must provide for protection of their property while in exhibit booths. The Chamber of Commerce shall provide exposition oversight, but will in no way be held responsible for any damage to Exhibitor's person or property because of fire, accident, theft or other casualty.
12. The entire exhibitor/sponsor fee will be due immediately upon submission of exhibitor/sponsor agreement. All booth locations are provided on a first come first served basis, and confirmed participation in the expo is contingent upon receipt of exhibitor/sponsor agreement and participation fee paid in full.
13. All exhibits shall be dismantled and removed by 8:00 p.m. on June 28, 2014. In the event that exhibits are not removed by such date and time, the St. Bernard Chamber of Commerce may dispose of or relocate any portion of the exhibit at the owner's risk and expense.
14. The St. Bernard Chamber of Commerce reserves the right at its sole discretion and for any reason it deems reasonable, to reschedule the Exposition to a subsequent date within 120 days of the originally scheduled date for said Exposition without any liability whatsoever for any property damages, personal injury, or any other damages, whether direct or incidental, including but not limited to loss of business opportunity, loss of profits, or contractual damages. Furthermore, the St. Bernard Chamber of Commerce shall not be obligated to return any portion of exhibitor/sponsor fee so long as the Exposition is rescheduled to occur within 120 days of the originally scheduled date.
15. If, for any reason, said exhibition is not held as scheduled, then the St. Bernard Chamber of Commerce shall refund all fees paid, and the return of said sum

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shall fully release the St. Bernard Chamber of Commerce from all liability for any damages whether direct or incidental in nature.

16. In the event that, for any cause or condition beyond the control of the St. Bernard Chamber of Commerce, the exhibition facility becomes unavailable, then the St. Bernard Chamber of Commerce may assign to Exhibitor, in lieu of the space described herein, equivalent space in such other building as the Chamber of Commerce is able to procure for the exhibition. Exhibitor shall use and occupy such space under the same terms and conditions as are set forth in this agreement. The St. Bernard Chamber of Commerce shall not be liable to Exhibitor for any loss or damage suffered by Exhibitor by reason of such relocation of the exposition.

17. If for any reason whatsoever an Exhibitor withdraws from participation, all fees collected will be automatically forfeited to the St. Bernard Chamber of Commerce. However, at the sole discretion of the St. Bernard Chamber of Commerce, if an Exhibitor notifies in writing of their withdrawal from the Business Expo, and time allows for a suitable replacement Exhibitor to participate in lieu of the non-participating Exhibitor, then the St. Bernard Chamber of Commerce may return fees collected from the non-participating exhibitor.

18. The St. Bernard Chamber of Commerce will make all reasonable efforts to assure the accuracy of Exhibitor listings in any and all marketing and media materials. Due to the quantity of entries, errors can occur. The St. Bernard Chamber of Commerce will not be liable to Exhibitors for errors and/or omissions.

19. Exhibitors hereby agree to indemnify and hold harmless the St. Bernard Chamber of Commerce from any suit or claim whatsoever for personal injury, property damage or for loss of use of property.

20. The St. Bernard Chamber of Commerce shall not be responsible for any loss or damage to any property of the Exhibitor for any reason including theft. Exhibitor must obtain all necessary insurance for its property.

21. Exhibitor assumes sole responsibility for federal and local taxes associated with sales activities related to its exhibit.

22. These rules and regulations have been drawn with the single objective of producing a successful show, both for the Exhibitors and the public. In emergencies and wherever the foregoing rules do not cover, the St. Bernard Chamber of Commerce reserves the right to have full power in the interpretation and enforcement of all contract regulations contained herein, and the power to make such amendments thereto and such

further rules and regulations as shall be considered necessary for proper implementation of the exhibition. This agreement signed by an authorized representative indicates that the exhibiting company has read the terms and conditions and Exhibitor's Code of Conduct and agrees to be bound by the same.

23. CODE OF CONDUCT. To ensure maximum benefit to all Expo exhibitors and to the public, the following practices are banned by the Chamber of Commerce:

(a) Noisy electrical or mechanical apparatus that interfere with other exhibitors

(b) Inordinate spillover from television, radio or audio systems

(c) Posting of signs or other advertising materials in or around the facility outside of the exhibitor's own space

(d) Actions or soliciting techniques which might be considered harassment to those attending the show

(e) Demonstrations and/or equipment that might present a safety hazard to other exhibitors

(f) Alcoholic beverages in exhibit area

(g) Inappropriate attire

24. The St. Bernard Chamber of Commerce reserves the right to refuse organizations and businesses as exhibitors for any reason or as it deems necessary. Exhibitors that fail to comply with the terms and conditions are subject to omission from future Chamber of Commerce Business EXPOs at the discretion of the St. Bernard Chamber of Commerce.

25. This is the entire agreement and there is no other agreement, written or implied, between the parties. Both parties must sign any amendment of this agreement.

26. Celebrate St. Bernard Business Expo is produced by the St. Bernard Chamber of Commerce.