



Home Show & Business Expo 2018

Serving New Smyrna Beach, Edgewater & Oak Hill for Over 80 Years!

**Saturday, January 20, 2018
10 am to 4 pm**

Historic Canal Street, New Smyrna Beach, FL

Exhibitor Application

This form must be filled out completely accompanied by payment before space will be assigned.

Company/ Organization Name: _____

Contact Name: _____ Title: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

E-Mail: _____ Web Site: _____

_____ SPACES NEEDED (Max. of 3 per exhibitor) Exhibit space is approximately 10'X 10'.

SPACE PRICES: \$150.00 Members / \$250.00 Non-Members / \$100.00 Non-Profit Organizations

Marketing Partnerships available, please contact the Southeast Volusia Chamber for more information.

A completed entry form with payment must be received for spaces to be reserved.

Deadline Friday, January 12, 2018.

A \$25 late fee will be added to applications received after the deadline.

Exhibitor Guidelines:

1. The Southeast Volusia Chamber of Commerce reserves the right to accept or reject an exhibit application.
2. Exhibitors must not pack up and/or vacate their booth space until the expo is over at 4pm – no exceptions
3. Exhibitors may not sublease their assigned space.
4. Exhibitors must conduct all activity within their assigned space. A representative for the exhibitor must be on duty at all times during Home Show & Business Expo hours. Nothing may be set upon or across the sidewalks. This is to provide for emergency access by the Police and Fire Rescue Departments. If additional space is needed for any reason, you must pay for a second space.
5. Operating of generators, heavy equipment, combustion engines or motors will not be allowed.
6. There are no electrical connections available. Exhibitors may not plug into city light poles – will blow breakers.
7. No amplified sound will be permitted in booths – music or voice – in consideration of exhibits nearby.
8. Each Exhibitor warrants that it has in effect and shall remain so for the period of occupancy under this agreement a policy of general public liability insurance against claims for personal injuries or death, or damage to property occurring upon, in or about the exhibit space.

I, _____, representing _____ agree to the above conditions.
Please Print Name Print Company Name

Signature: _____ Date: _____ (Required)

ACTIVITY DESCRIPTION

Describe what you will be doing or selling in your space. This information is required for assigning spaces. *(No space will be assigned without this information).*

PAYMENT INFORMATION

Check Cash Credit Amount: _____ Name on Card: _____

Visa / MC / AmEx # _____ Exp. Date: _____ Ver. Code: _____

Billing Address: _____ City: _____ St: _____ Zip: _____

Authorized Signature _____ Billing Phone: _____

E-mail Address (electronic receipt) _____

Home Show & Business Expo is an outdoor event – rain or shine.

Due to the nature and costs in preparing this event, we will be unable to issue any refunds or credits for any reason.

Make checks payable to Southeast Volusia Chamber of Commerce and mail to: 115 Canal Street, New Smyrna Beach, FL 32168

FOOD AND DRINK

If you are an exhibitor planning on selling or giving away food, drink or any other consumable items please read below:

Describe the items you will be offering (Required):

All food vendors must provide the following before space will be assigned.

- a. Certificate of Insurance naming City of New Smyrna Beach and Southeast Volusia Chamber of Commerce as additional insured (required for non-profit and for-profit organizations)
- b. If for-profit organization or business, a copy of your annual Dept of Business and Professional Regulations (DBPR) permit or a written request to the Southeast Volusia Chamber of Commerce for a 1-3 day (DBPR) permit is required.
- c. If non-profit organization, school or church donating 100% of the proceeds to that organization, only a copy of your 501(c)(3) is needed. (no permit necessary)

There will be a limited number of exhibitors selling or giving away the same type of food or beverage.

For further information or questions please contact the Southeast Volusia Chamber of Commerce

115 Canal Street, New Smyrna Beach, FL 32168

Phone: 386-428-2449 • Fax: 386-423-3512 • sevinfo@sevchamber.com • www.sevchamber.com