

21st Annual Ron Brown Business & Economic Summit and Women's Symposium

Exhibitor Application



**CALIFORNIA BLACK
CHAMBER OF COMMERCE**

AGENDA OF ACTIVITIES

Thursday, August 25, 2016

Exhibitor company set up

Small business and corporate set-up after 5PM

Sheraton Gateway Hotel

6101 W Century Blvd, Los Angeles, CA 90045
(310) 642-1111

Friday, August 26, 2016

9AM—7PM Exhibitor Pavilion Open

5PM—7PM Exhibitor Pavilion Reception

8:00 PM Exhibitor Pavilion Breakdown

There will be a raffle in the Exhibitor Pavilion.

Please indicate that you will provide a gift
for the raffle. ☐ Yes ☐ No

NO REFUNDS NO EXCEPTIONS

- Exhibitors are responsible for set up of their booths during the assigned set-up times unless other arrangements are made in advance. Any booth not set up during prescribed time will be subject to forfeiture of paid fees without refund or compensation - No Exceptions
- All exhibitors must set-up booth area after 5 PM on Thursday, August 25, 2016. All exhibitors must open from 9:00AM—7:00 PM on Friday, August 26 and must break down their area by 9:00 PM August 26.
- All exhibits must be professional in appearance. A printed sign with the business name will be provided to all exhibitors. No hand written signs. Storage boxes must be hidden, and exhibit personnel should always be present during the exhibit Pavilion hours
- Additional equipment can be rented from the exposition decorator for an additional cost
- All exhibits including decorations must be confined to the space assigned
- No helium tanks will be allowed on the exhibit floor without prior approval
- Due to fire code regulations and safety concerns, passing out flyers, forms and other printed materials are prohibited in the vendor hall entrance
- No bootleg tapes or counterfeit merchandise such as "knockoff" versions of popular clothing or merchandise will be allowed in the exhibit pavilion or elsewhere on the premises
- There will be no sale of guns, ammunitions, survival weapons, pepper gas, tear gas, etc
- All products/services displayed and/or sold from exhibits must be listed on agreement form and approved by CBCC Management
- To assure the widest variety of small business vendors, all booths are first come, first serve. It is our goal not to have duplicate exhibitors
- Neither the Business Economic Summit nor the California Black Chamber of Commerce is responsible for stole, lost, or damaged property. Participation is at the risk of the Exhibitor. *Please initial* _____

I FULLY UNDERSTAND & AGREE TO COMPLY WITH THE ABOVE GUIDELINES AND CONDITIONS.

Signature _____ Date: _____

Any exhibitor in violation of this contract forfeits his/her right of participation with the Annual Ron Brown Business Economic Summit & Youth Empowerment and Scholarship Awards.

BUSINESS/ORGANIZATION _____
OWNER/CONTACT PERSON _____
ADDRESS _____
CITY/STATE/ZIP _____
BUSINESS PHONE _____ 2ND CONTACT PHONE _____
EMAIL ADDRESS _____
WEBSITE _____
PRODUCTS OR SERVICES _____

METHOD OF PAYMENT: ☐ CHECK ☐ MONEY ORDERS
CREDIT CARDS: ☐ AMEX ☐ DISCOVER ☐ MASTER ☐ VISA
CARD # _____ EXPIRATION _____
NAME _____
ADDRESS _____
CITY/STATE/ZIP _____
CARDHOLDER SIGNATURE _____ DATE _____

**DEADLINE FOR EXHIBITOR APPLICATION
SUBMITTAL: FRIDAY, AUGUST 12**

- ☐ Small Business & Non-Profits
Fee \$250 (non-refundable)
- ☐ Large Private Business/Federal/
State/County & City Agencies
Fee \$500 (non refundable)

TOTAL AMOUNT ENCLOSED:
\$ _____

Please make checks payable to:
California Black Chamber
of Commerce

Mail to: 1600 Sacramento Inn Way, #232
Sacramento, CA 95815