



Macklin Chamber of Commerce
P.O. Box 642
Macklin, SK S0L 2C0
March 5, 2019

Re: Macklin Chamber of Commerce Business Expo ***Saturday, May 4th 2019***

The Macklin Chamber invites you to participate in our 3rd Annual Business Expo. This Expo is designed to showcase all business sectors and/or organizations.

The following are examples to choose this event to showcase your Business or Organization.

- Store Front Business: feature goods, services, sales
- Home Based Business/Market Vendor: feature goods, services, sales
- Informational Booths: feature insurance providers, investment groups, other
- Job Fair: employee recruitment/summer employment, try a trade
- Work Experience: program awareness
- Scholarships: showcase businesses scholarships and/or bursaries
- Community Groups: create awareness, feature up-coming events, volunteer recruitment

Interested in an exhibit space? **ONLY 4 Weeks to register!!!**

1. Complete registration form on Page 2
2. Return registration form & remittance to:
 - Macklin Chamber of Commerce c/o Christy Veller P.O. Box 642 Macklin, SK S0L 2C0
3. All registries **MUST BE** received by April 5th 2019

Sincerely,

Christy Veller

Macklin Chamber of Commerce Representative



2019 Macklin Chamber of Commerce Business Expo

Saturday May 4th 2019

Registration Form

Business/Organization Name: _____

Category/Business Sector: _____

Do you require power? _____

Address/Town/Postal Code: _____

Mailing Address if different than above: _____

Telephone: _____

Contact: _____

Email: _____

Signature: _____

Date: _____

Exhibit Fees:

Number of Exhibit Spaces: _____ @ \$150.00/EA. = _____

Cheque #: _____



Terms and Conditions

Exhibit Size: 10 ft x 10 ft, backdrop and side walls, one 30x96 table c/w table cloth, skirt & 2 chairs



Exhibit Allocation: Space will be allocated in the order in which the applications were received. Exhibitors are responsible for providing staff to be present at their booth at all times.

Set-up Hours: Friday, May 3rd from 6:00 – 8:00 p.m. & Saturday, May 4th from 8:00 – 10:00 a.m.

Expo Hours: Saturday, May 4th from 10:00 a.m. – 8:00 p.m.

Tear-down Hours: Saturday, May 4th from 8:00 p.m. – 10:00 p.m.

Registration Date: All registration forms received after April 5th 2019 will not be considered

Cancellation Policy: The exhibitor is eligible for a 50% refund if written notice is emailed to president@macklinchamber.com prior to April 5th 2019.

Security: Overnight security will be provided by Macklin & District Crime Watch Division

Food & Beverage

Lunch: 11:00 a.m. – 1:00 p.m.

\$5.00 – Subway: Soup and Sandwiches

Supper: 5:00 p.m. – 7:00 p.m.

\$5.00 – Macklin Delta Co-Op: BBQ Hamburgers & Fixings

Refreshments and Cookies: 10:00 a.m. – 8:00 p.m.

Free with a Food Bank Donation: provided by the Macklin Chamber of Commerce