



P. O. Box 306, Ponchatoula, LA 70454
 Phone: (985) 386-2536 Fax: (985) 386-2537
chamber@ponchatoulachamber.com
 Event Held at Le Fleur de Lis (111 N. 6th St.)



2019 Business Expo Booth Application

BUSINESS NAME _____			
OWNER/CONTACT _____			
ADDRESS _____		CITY _____	STATE _____
BUSINESS PHONE _____		CELL _____	
EMAIL _____			

Price per Booth: **Early Bird Discount** **\$125** (for Members only if completed form & payment in full received by **August 16, 2019**)
Chamber Members **\$175** (for current chamber members or those wishing to join the Chamber for 2019)
Non-Members **\$225**
Premier Sponsorship **\$500** (premier location, limited availability, 8 tickets, company name in Expo advertising)
Interested in Providing Food or Beverage Samples? Please contact us for more information!

Checks payable to: **Ponchatoula Chamber of Commerce** can be mailed or dropped off at the Chamber Office
 Credit Card payments: **Visa, MC, or Discover** orders may be called in to the Chamber Office (985-386-2536)

APPLICATION DEADLINE: **Friday, September 20, 2019**

Included in the booth fee is an approximately 8'x6' space with a rectangle table, a white table cloth, and two chairs.

Number of booths requested: _____
*Double Booth purchase will receive \$25 discount from the full price of 2 member or non-member booths. Note: Does NOT apply with Early Bird Discount
 If you have needs for a space without a table, please contact us.*

Set-up time: 12:00pm to 5:00pm on Tuesday, October 8, 2019.

- Please have set-up complete no later than 5:00pm and be prepared to participate in Vendor Networking from 5:30pm-6:00pm.*
- Vendor networking is for exhibiting businesses to interact with each other prior to opening to the public from 6:00-8:00pm. Your Booth Fee includes 2 Vendor Networking tickets (8 for Premier Sponsors). Additional Vendor Networking tickets can be purchased for \$5 each.
 - **Vendor Networking attendees please enter through the front foyer. The public will be asked to enter through the main entrance under the covered parking at Le Fleur de Lis.**

Number of Additional Vendor Networking tickets being purchased at \$5.00 each _____

Please indicate items you will be utilizing at your booth to help us plan the most appropriate location (check all that apply):

- | | | |
|---|--------------------------------|------------------------------------|
| _____ Freestanding Display | _____ Trifold Tabletop Display | _____ Backdrop / Step & Repeat |
| _____ Balloons | _____ Giveaways | _____ Pull-up / Retractable Banner |
| _____ Door Prize at your table (Reminder: we do NOT announce door prize winners during the Expo. Please have winners pick-up at your business.) | | |
| _____ Tablecloth with LOGO (provided by you; chamber will supply plain white tablecloths for each booth unless informed otherwise) | | |
| _____ Electricity (you must provide your own extension cords) | | |
| _____ Appliances / Equipment Please Describe: _____ | | |

Please note any other special considerations for your booth: _____

Don't forget a stamp or sticker for our very popular passport program!