

Live. Love. Play.

Business Showcase
presented by Palm Desert Area
Chamber of Commerce



Super Promo Sponsor \$3500

Space in entry, in the center of it all! 4 tables, 8 chairs. Electricity and carpet included. (Limited 2)

Premier Sponsor Booth \$1800

Space in center, bar, lounge area. Limited number available. Includes electricity. (Limited 3)

Premier Booth 10'x 15' \$500

(Limited to Members only)

Space located in a strategic, highly visible area. Table and 2 chairs included.

Standard Booth 10'x 10' \$300

Non-Member \$375

Table and 2 chairs included.

Non-Profit Booth 10'x 10' \$200

Non-Member \$375

Table and 2 chairs included.

Food Booth 10'x10' \$100

Non-Member \$200

*(All Food Booths must provide 750 sample/bites for attendees. No cooking or refrigeration provided. (Limited)

Electricity \$50

Limited availability. Power to booth (one standard outlet) must be ordered at time of space reservation.

General Admission \$5

Event Details

One-day Event: **Saturday, December 2, 2017**

Location: **Indian Wells Tennis Garden**

Exhibitor Check In/Set-up: **7:30 am**

Gates Open: **10 am** Gates Close: **3 pm**



palm desert area
chamber of commerce
OPENING DOORS FOR BUSINESS



For more information, call (760) 346-6111 or visit pdacc.org

Exhibitor Agreement Guidelines and Event Information

To exhibit, the exhibitor must agree to the following, with representative's signature required on below registration form.

1. Participation is subject to the approval of the Palm Desert Area Chamber of Commerce. Shared booths are prohibited. If you are the owner of two different businesses and both are part of the Chamber of Commerce, you may promote both businesses in one booth for an additional fee of \$50.
2. Participant agrees to abide by all City, Fire Department, Health Department, and Chamber of Commerce rules and regulations. Food booths MUST adhere to all health and safety code regulations. Refrigeration and preparation areas are not available/provided. Food vendors must provide permits.
3. If utilizing electricity, Chamber must be notified of what device(s) will be plugged in for power needs by November 15, 2017. Payment (\$50) is required at time of registration for electricity and will be limited to certain areas in the floorplan. No electricity requests will be provided after the November 15, 2017 deadline.
4. Set-up time is 7:30 am on Saturday, December 2. Directions for unloading/loading will be emailed directly to each exhibitor prior to the event, along with pertinent information.
5. Chamber will be assigning booth spaces and vendors to ensure proper placement based on needs, sponsorship, booth requested, electricity availability, and overall mix of businesses and industries. Chamber will base placement on the time registration is received and will do its best to accommodate needs. Businesses MUST NOT change booth assignments.
6. Exhibitors must remain in their designated booth space. All equipment, merchandise, and promotions must fit inside the booth area.

7. Requests for additional tables and chairs can be accommodated for set fees. Requests must be made by November 15, 2017.
8. Participants are encouraged to provide free gifts, giveaways, drawings, etc. Your booth is your promotional space. Have fun, and stand out. If a drawing is being done at your booth, you are responsible for its facilitation and to notify winners.
9. Spaces include 2 chairs, a 6' table, and small signage featuring company name. Draping is NOT provided. Exhibitors are responsible for their exhibit set-up, etc.
10. No loud music or intrusive behavior will be permitted. No more than four (4) booth assistants per booth.
11. Exhibitors are responsible for having proper materials, and helpers to load, unload and set-up booths by 9 am.
12. No handouts, flyers, or other promotional items will be allowed other than in space area. Business cards are encouraged.

A Live. Love. Play. program will be distributed to attendees. Your company name and location will be listed (with the information specified by applicant below).

If you would like to purchase an ad in the official Live.Love. Play. program, please check here _____ and specify the size below. Participants must submit the ad by November 15, 2017. No refunds will be given after November 15, 2017, for booths or advertisements. All payments must be made no later than November 15, 2017, or your space may be forfeited.*

**Fax to (760) 346-3263; mail to Palm Desert Area Chamber of Commerce
72559 Hwy 111 Palm Desert CA 92260; Email Vanessa@pdacc.org**

Exhibitor Agreement and Application

*designates what will be printed in the printed program

*Business Name: _____ *Contact Person: _____

Address: _____ *Phone: _____ Mobile(not published): _____

Permit # (if applicable): _____ *Email: _____

Product or Service to be promoted: _____

Signature: _____

Signature confirms that representative has read the above guidelines and provided method of payment information below.

Payment Type: Check Enclosed Credit Card #: _____ Expire: _____

Name on Card: _____ cv2 #: _____

*Refunds (less \$75 admin fee) only if made prior to **November 15, 2017**. No refunds after date.

Invoices available (net 30 payment).

Charges

Super Promo	\$3500
Premier Sponsor Booth	\$1800
Premier Booth	\$500
Standard	\$300
Non-Member Standard	\$375
Non-Profit	\$200
Non-Member Non-Profit	\$275
Food Booth	\$100
Non-Member Food Booth	\$200
Printed Program (choose size)	
Business Card \$50 Half Pg \$85 Full Pg \$100	
Electricity (Limited to one outlet per booth)	\$50
Additional Equipment Request	
6' Table	\$15
Chair	\$12
TOTAL	

Payment must be paid @ registration OR No Access.