



Macklin Chamber of Commerce  
P.O. Box 642  
Macklin, SK S0L 2C0  
February 10, 2020

Re: Macklin Chamber of Commerce Business Expo **Saturday, May 2<sup>nd</sup> 2020**

The Macklin Chamber invites you to participate in our 4<sup>th</sup> 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 a table? **REGISTER TODAY!!!**

1. Complete registration form on Page 2
2. Return registration form & remittance to:
  - Macklin Chamber of Commerce c/o Donna Clark P.O. Box 642 Macklin, SK S0L 2C0
  - Donna Clark Contact Information: [daren1@sasktel.net](mailto:daren1@sasktel.net) (306) 915-8003
3. All registries **MUST BE** received by **April 14<sup>th</sup> 2020**

Sincerely,

Christy Veller

Macklin Chamber of Commerce Representative



**2020 Macklin Chamber of Commerce Business Expo**

**Saturday, May 2<sup>nd</sup> 2020**

**Registration Form \*\*\*MARKET VENDORS\*\*\***

Business: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address/Town/Postal Code: \_\_\_\_\_

Mailing Address if different than above: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit Fees:**

Number of Tables: \_\_\_\_\_ @ \$25.00/EA(MARKET VENDOR PRICE) = \_\_\_\_\_

Cheque #: \_\_\_\_\_



## **Terms and Conditions**

**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 1<sup>st</sup> from 3:00 – 8:00 p.m. & Saturday May 2<sup>nd</sup> from 8:00 – 10:00 a.m.

**Expo Hours:** Saturday, May 2<sup>nd</sup> from 10:00 a.m. – 6:00 p.m.

**Tear-down Hours:** Saturday May 2<sup>nd</sup> from 6:00 p.m. – 8:00 p.m.

**Registration Date:** All registration forms received after April 14<sup>th</sup> 2020 will not be considered

**Cancellation Policy:** The exhibitor is eligible for a 50% refund if written notice is emailed to [president@macklinchamber.com](mailto:president@macklinchamber.com) prior to April 14<sup>th</sup> 2020

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

## **Food & Beverage**

**Lunch available: 10:00 a.m. – 2:00 p.m.**

**To Be Determined**

**Supper available: 4:00 p.m. – 6:00 p.m.**

**To Be Determined**

**Food Booths: To Be Determined**

**Refreshments and Cookies: 10:00 a.m. – 6:00 p.m.** (donated by Macklin Chamber of Commerce)

**Water Refill Station** – located in front Lobby

**Macklin Food Bank** – located in front Lobby