



The Lowell Area Chamber of Commerce,  
along with Lowell Area Schools,  
proudly present the  
27th Annual Lowell Community Expo.

The Lowell Expo is one of the longest  
running and largest community expos in all  
of West Michigan and provides local  
businesses, vendors and organizations an  
opportunity to put themselves front and  
center of the community.

### 5 REASONS YOU SHOULD BE AT THE EXPO

- SPOTLIGHT** your business,  
organization, church or municipality!
- INCREASE** exposure to the community  
and prospective customers!
- SHOWCASE** your products and  
services!
- THANK** current customers &  
strengthen relationships!
- DO IT ALL** in one day at the  
Lowell Community Expo!

**APPLICATION DEADLINE**  
THURSDAY, FEBRUARY 6, 2025

### CREDIT CARD PAYMENT

Credit Card type:  Visa  MasterCard  Discover

Amount to be charged \$ \_\_\_\_\_

Company Name \_\_\_\_\_

Name as it Appears on the Credit Card \_\_\_\_\_

CC Mailing Street Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CC Security # (3 or 4 digit # on back) \_\_\_\_\_



GO AHEAD,  
**SHOW OFF**  
YOUR BUSINESS OR ORGANIZATION!

**27<sup>TH</sup>**  
ANNUAL



**MARCH 22, 2025**  
**9AM TO 2PM**

**LOWELL HIGH SCHOOL**  
**11700 VERGENNES**

**APPLY TODAY!**

[www.lowellexpo.org](http://www.lowellexpo.org)  
(616) 897-9161



## RULES & POLICIES

- Exhibitors MUST set-up Friday night by 6 PM, or MUST have prior clearance from the EXPO committee to set-up Saturday AM otherwise you will forfeit booth space and booth fee. **Set-up hours are 3:30 PM to 6 PM Friday, March 21.** (3:30 PM is the earliest you can set-up due to school in session).
- **No early tear-downs allowed. Tear-down begins at 2 PM to 5 PM on Saturday, March 22.**
- Exhibitors are required to clean their display area when vacating the Expo. This includes tearing down cardboard boxes and taking all trash to the designated areas.
- Vendors MUST park in designated vendor area away from building. Vendor Parking in football parking lot (lower level), north and west parking lot (will be able to unload and set-up as usual).
- All booths MUST remain up and staffed during show hours, until the close of EXPO at 2 PM.
- All tables must be covered with a table cloth or table covering. (May purchase from Expo Committee if marked on application).
- To maintain open sight lines, please do NOT use tent sides or enclose your structure.
- NO sharing of booth spaces – One business per booth space.
- The Expo Committee reserves the right to regulate all exhibits and displays which may be considered objectionable/inconsistent with the goals of this event.
- All marketing will take place within the confines of your reserved area. Absolutely no marketing outside of your area.
- No soliciting by non-participating vendors
- NO BALLOON DISPLAYS. Absolutely NO giveaway balloons or flammable materials.
- Exhibitors MUST provide their own heavy-duty electrical extension cords.
- Pre-approval required for Popcorn, Cotton Candy, Snow Cone or any large electrical needs. (Health License may be required, check with the local health department).

## LOWELL COMMUNITY EXPO VENDOR APPLICATION

**DUE BY THURSDAY, FEBRUARY 6, 2025**

**\$25 late fee after February 6, 2025.**

**VENDORS MUST HOST A \$25 (MIN. VALUE) DOOR PRIZE RAFFLE AT THEIR BOOTH.**

### Chamber Members

Includes a 10ft wide space & 2 chairs  
\_\_\_\_ # of Booths @ \$135  
  Include 1 Free 6' Table?  
\_\_\_\_ # of Additional Tables @ \$15 each  
\_\_\_\_ # of White vinyl table cloths & skirts @ \$20 per set  
**Paying after February 6, 2025? Include 25 late fee**  
\$ \_\_\_\_\_ Total Application Fee

### Non-Chamber Members

Includes a 10ft wide space & 2 chairs  
\_\_\_\_ # of Booths @ \$235  
  Include 1 Free 6' Table?  
\_\_\_\_ # of Additional Tables @ \$15 each  
\_\_\_\_ # of White vinyl table cloths & skirts @ \$20 per set  
**Paying after February 6, 2025? Include 25 late fee**  
\$ \_\_\_\_\_ Total Application Fee

Company \_\_\_\_\_

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

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

**Do you require electric service?**  Y  N      **Do you require outdoor space?**  Y  N (Available for Car Dealerships, Builders, Lawn & Garden Service, etc.)

**EXPO PROMOTIONAL OFFER - THIS OFFER WILL BE INCLUDED IN THE EXPO INSERT/HANDOUT**

(Example: All Things Medical - 15% off lift chair & scooter purchases)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Standard security measures for Lowell Area Schools will be taken Friday evening to Saturday, however neither the Lowell Area Chamber of Commerce, nor Lowell Area Schools shall be held responsible for any items left, lost or stolen at any time in connection with EXPO.

Acknowledgment: I have read and understand the Expo Rules/Policies. If I cancel contract on or after February 21, 2025 I will forfeit all moneys paid. Exhibitor understands that the Lowell Area Chamber of Commerce, as coordinators of EXPO, is solely responsible for assigning booth space and may modify assignments, rules or regulations necessary for the successful operation of EXPO.

Signature \_\_\_\_\_

Mail or drop check with application to: Lowell Area Chamber of Commerce, 113 Riverwalk Plaza, PO Box 224, Lowell, MI 49331.  
Email application with credit card information (found on back of this form) to [info@lowellchamber.org](mailto:info@lowellchamber.org).  
Or, register online at [www.lowellexpo.org](http://www.lowellexpo.org).