

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.

CREDIT CARD PAYMENT

Credit Card type:
Uisa
MasterCard
Discover

Amount to be charged \$_____

Company Name

Name as it Appears on the Credit Card

CC Mailing Street Address

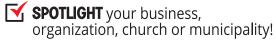
City State Zip

Credit Card Number

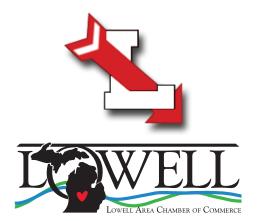
Expiration Date ____

CC Security # (3 or 4 digit # on back) _____

5 REASONS YOU SHOULD BE AT THE EXPO



- **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!



GO AHEAD, SHOW OFF YOUR BUSINESS OR ORGANIZATION!





MARCH 22, 2025 9AM TO 2PM LOWELL HIGH SCHOOL 11700 VERGENNES



www.lowellexpo.org (616) 897-9161



APPLICATION DEADLINE THURSDAY, FEBRUARY 6, 2025

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 se Paying after February 6, 2025? Include 25 late fee \$Total Application Fee	et	Non-Chamber M Includes a 10ft wid # of Booths @ # of Addition # of White vin Paying after Februs \$	le space & 2 cha @ \$235 e 6' Table? al Tables @ \$15 nyl table cloths a ary 6, 2025? Incl	each & skirts @ \$20 per lude 25 late fee	set
Company					
Contact Name					
Street Address					
City		State		Zip	
Phone Email _					
Website					
		uire outdoor space?			lders,

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. Or, register online at www.lowellexpo.org.