



2010 Upstate Business Exposition
Grow Your Thinking - Grow Your Influence - Grow Your Relationships

EXHIBITOR INFORMATION

MAY 25, 2010

CAROLINA FIRST CENTER

In celebration of National Small Business Week

EXHIBITOR BENEFITS

- Build Relationships
- Enjoy All Day Networking
- Increase Your Business Exposure
- Learn Best Practices for Business Growth
- Showcase Your Business' Products and Services

GROW EXPO REGISTRATION

- No event registration fee charged in addition to Exhibitor Application fee
- Four (4) complimentary exhibitor entry badges included in Exhibitor Package (Tiers 2-5)
- Two (2) free box lunches (Tiers 2-5)
- Go to **www.GrowExpo.org**

EXHIBITOR INFORMATION

- Registration Deadline: April 23, 2010
- **SAVE \$100** with Early Bird registration – Deadline March 5, 2010, 5:00 PM
- Exhibitor Cost: See Tier Pricing for choice of exhibitor package
- Exhibitor policies of Carolina First Center can be found at
<http://www.carolinafirstcenter.com/exhibitor/exhibitorpolicies.html>

EXPO RULES

All exhibitors are:

- to be set up and in place by 4:00 PM on Monday, May 24th (mandatory);
- responsible for having at least one person manning exhibit at all times - no exceptions;
- responsible for shipment of exhibits to and from the Carolina First Center;
- responsible for set-up, tear-down, staffing, drayage, packing, and return shipping costs; and
- to adhere to the Exhibitor Schedule for:

SET-UP: Monday May 24, 8:00 AM – 4:00 PM

TEAR-DOWN: Tuesday, May 25, 4:00 PM* – 7:00 PM (*no dismantling of exhibits allowed before 4:00 PM close of showroom floor – subject to a fine and ineligibility to exhibit with us in the future)



GENERAL SHOW INFORMATION

Thank you for participating in the 2010 Upstate Business Exposition known as “Grow Expo!” This Exhibitor Kit has all the pertinent information to help you prepare for the show, and it can also be downloaded from www.GrowExpo.com. Please take time to review the information to ensure you meet the deadline dates.

LOCATION: The Carolina First Center
One Exposition Drive
Greenville, SC 29607
Tel: 864-233-2562
Fax: 864-255-8600
www.CarolinaFirstCenter.com

EXPO HOURS: Tuesday, May 25, 2010 – 10:00 a.m. to 4:00 p.m.

VIP NIGHT: Monday, May 24, 2010 – 5:30 p.m. to 7:30 p.m.

CEO CONNECTION: Monday, May 24, 2010 – 7:30 p.m. to 9:30 p.m.

EXPO TICKETS: FREE – No charge to attend Grow Expo on Tuesday, May 25, 2010

FLOOR LAYOUT: See the layout included in this Exhibitor Kit or visit our website at www.GrowExpo.org

BOOTH SERVICES: Carolina First Center can provide a full complement of services for your booth. See the various applications in this Exhibitor Kit or download at www.CarolinaFirstCenter.com. Multi-space exhibitors can contact us for extra help with unloading, early shipments, installation, or dismantling labor through a special, fee-based service we offer.

ALL BALANCES DUE BY APRIL 23, 2010: Invoices will be mailed to all exhibitors the last week of March. If you have any questions regarding your balance, please contact your Chamber Account Representative listed on your contract or send an e-mail to apowell@greenvillechamber.org.

EXHIBITOR BADGES: **Badges are restricted solely to people working in your exhibit.** All exhibit personnel must wear their badge to enter the facilities and at all times during the Expo. Expo management is not responsible for lost or stolen badges.

Badges can be picked up at the following times:*

- ⇒ During Move-In: At back of exhibit hall by the loading dock doors from 8 AM-4PM
- ⇒ During Expo: To the right of front Expo entrance from 8 AM-5 PM

****Please leave badges at registration table for exhibit staff arriving during Expo Hours.**



2010 Upstate Business Exposition
Grow Your Thinking - Grow Your Influence - Grow Your Relationships

MAY 25, 2010
CAROLINA FIRST CENTER – GREENVILLE SC

EXHIBITOR APPLICATION & CONTRACT

Company Name: _____ Contact: _____

Mailing Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ Cell: _____

E-mail: _____ Web Site: _____

On-Site Contact (if different from above): _____ Cell: _____

Are you a Chamber member? Yes Primary Chamber membership? Simpsonville Chamber
 No Non-Chamber Members add \$200 to prices below.

TIER LEVEL (All booths 10' x 10')	Regular Price*	Early Bird*	Quantity
Tier 1: Banner Max. Banner Size is 8'wide x 4' tall	\$100	N/A	
Tier 2: Regular	\$375	\$275	
Tier 3: Corner/High Traffic	\$475	\$375	
Tier 4: Premium	\$595	\$495	
Tier 5: Island (4 booths for price of 3)	\$1125	\$1025	

*Non-Profit? <input type="checkbox"/> Yes - <i>Non-profits may deduct 50% from tiered pricing at left.</i>
■ Exhibitor Package includes: 8 ft. back curtain, carpet, 8 ft. table, 2 chairs, wastebasket, 3 ft. side rail, ID sign, listing and link on www.GrowExpo.com , 4 exhibitor badges, and 2 box lunches.
■ Internet Access: WiFi is available but only intended use is checking e-mail. Hard-wired Internet access available for additional charge. Contact Carolina First Center or see attached information.
■ Electricity can be ordered through Carolina First Center. Review attached information.
■ Deposit of 50% due with application to reserve your space.

EARLY BIRD Deadline: Friday, March 5, 2010, at 5 PM

Final Registration Deadline: Friday, April 23, 2010

TOTAL DUE: \$ _____

DEPOSIT: \$ _____ (50% Required to Reserve)

BALANCE: \$ _____ (Balance Due 4/23/2010)
A credit card must be on file if full payment not received with application.

CHAMBER ACCT. REP: _____

[For office use only]

Payment Method: Check MC VISA AMEX DISCOVER *(Please make checks payable to Greenville Chamber.)*

Credit Card #: _____ Expiration: _____ Sec. Code# _____

Billing Zip Code: _____ Name on Card: _____

I authorize Greenville Chamber to process this card for the deposit on the date application is received and the balance due on April 23, 2010.

Signature: _____ Date: _____
(If sending application by e-mail, please scan completed contract with signature.)

I have read and agree to abide by Expo rules and regulations in or attached to this contract. (Must be signed for application to be accepted.)

Signature: _____ Date: _____
(If sending application by e-mail, please scan completed contract with signature.)

Main Office Line: 864.242.1050 ■ Toll Free: 866.485.5262 ■ FAX: 864.282.8509
For more information, contact Andrea Powell at 864.239.3709 or by e-mail <apowell@greenvillechamber.org>
FAX OR MAIL APPLICATION TO: Greenville Chamber, Attn: GROW EXPO, 24 Cleveland Street, Greenville, SC 29601