

ANNUAL COMMUNITY HEALTH FAIR

FRIDAY, October 25th 7:00am to 11:00am

Event Sponsors will provide:

1. Provide operation and coordination of the event
2. Provide an 8 x 10 booth and two chairs at the Simon J. Graber Building (9164 E 875 N. Odon, IN 47562)
3. WAMW will broadcast "Live" from the Expo.
4. Promotional advertisements will be featured for several weeks prior to the expo.
5. Coordinate and conduct special giveaways and contests.
6. Have the right to refuse any exhibitor with a product or service deemed inappropriate to the show theme.
7. Provide up to 5 amps of electricity where possible from wall outlets in the building.
8. Require a payment of \$45 dollars in full the day of the event October 25th, 2024 for building rental, **with advertising option on Shake Broadcasting, LLC WAMW and WRZR to promote your booth and what you are giving away for an additional \$250.**

Exhibitors Will:

1. **Set up Thursday afternoon, October 24th between 1pm and 3pm or at 6:15am on October 25th.**
2. Take down Friday morning at 11:00am. Please no early tear-downs and please help put your table and chairs away.
3. Payment in full is due day of the event October 25th, 2024.
4. Provide at least one prize, minimum \$25 value, for drawing to be held at the close of the Expo or during the Expo. Exhibitors to have a neat entry box and registration blanks. (This can be products from your business, gift certificates or other items).
5. All signs to be neat and professional-looking. All main aisles shall be kept open. Your tables should be draped to the floor and building floor should be protected from stains.
6. Hold Event Organizers harmless for any damage to property or injury to any person at the Expo which occurs as a result of the act of omission of the exhibitor, its agents or employees.

BUSINESS _____

ADDRESS _____

PAYMENT DUE October 25th, 2024 _____ (paid)

ELECTRICITY NEEDED (CIRCLE ONE) YES NO

COMPANY CONTACT NAME _____

EMAIL _____

PHONE NUMBER _____

SIGNATURE _____

Booth Number _____
Booth Price _____
To be completed by Office

RETURN TO: Amy Wagner email - awagner@dchosp.org or call 812-319-2360 for more information.

