

# 2010 Business & Community Resources Expo October 14<sup>th</sup> 5 p.m. – 8 p.m.

## Event Information and Guidelines



INCREASE CDC will attract over 400 start-up and existing business owners as well as community residents who are seeking products and services available in their community. This includes technology services, training, access to capital, employment, information, ideas, networking opportunities, marketing, media – you get the picture.

We will provide mini seminars, discussion groups, company spokespersons, food and door prizes for attendees to spend time getting what they came for.

### Resources to Expect:

Major banks, government, media, suppliers, realtors, and other business and community resources.

Tickets: \$5.00

### Exhibitor Booths

**\$100**

#### **Exhibit space**

Each exhibit space will include one six-foot table with black linen and two chairs. If you do not need linen, please let us know.

All booths will be located in the Multipurpose Room of the Aladdin Shrine Center

Any extraordinary display materials must obtain prior approval from the INCREASE CDC Staff

#### **Set-up**

Set-up time: **4:00 p.m. to 5:00 p.m.** the day of the event

Teardown time: **8:00 p.m. to 9:00 p.m.** immediately following the event

#### **Sponsors/Exhibitors**

Presenting Sponsors have two preferred booths

Diamond Sponsors may select the location of their booth

Platinum Sponsors may choose from a selection of designated booths Below:

All other exhibitors will be assigned to various booths by the INCREASE CDC staff

#### **Electrical**

All electrical needs must obtain prior approval from the INCREASE CDC Staff

Extension cords will not be provided

### Event Location

Aladdin Shrine Center: 3850 Stelzer Road, Columbus, Ohio 43219, (614) 475-2609.

For directions, please visit [www.aladdinshrine.org](http://www.aladdinshrine.org).

## Sponsor Information



**Presenting Sponsor** (three available) *benefits include* \_\_\_\_\_ **\$3,000**

Premier placement in all promotional materials including print & radio advertisements, flyers, e-mail blasts, registration materials and printed event tickets

Prominent placement of up to two sponsor-provided banners

Advertisement, business logo, and website link on the main page of INCREASE CDC's website

Premier placement on primary event signage

Special acknowledgement as a Premier Sponsor of the Business & Community Resources Expo

Hospitality Suite & Invitation to the VIP hour (4 p.m. to 5 p.m. during set-up time)

Two six-foot tables with black linen and four chairs at a premium location

20 complimentary tickets

**Diamond Sponsor** (three available) *benefits include* \_\_\_\_\_ **\$2,000**

Secondary placement in promotional materials including print & radio advertisements, flyers, e-mail blasts and registration materials

Business logo and website link on the main page of INCREASE CDC's website

Secondary placement on primary event signage

Special acknowledgement as a Diamond Sponsor of the Business & Community Resources Expo

Hospitality Suite & Invitation to the VIP hour (4 p.m. to 5 p.m. during set-up time)

One six-foot table with black linen and two chairs at a premium location

15 complimentary tickets

**Platinum Sponsor** (10 available) *benefits include* \_\_\_\_\_ **\$1,000**

Listing in print promotional materials including print advertisements and flyers

Business logo and website link on the events page of INCREASE CDC's website

Placement on event signage

Special acknowledgement as a Platinum Sponsor of the Business & Community Resources Expo

Hospitality Suite & Invitation to the VIP hour (4 p.m. to 5 p.m. during set-up time)

One six-foot table with black linen and two chairs at a select designated location

10 complimentary tickets

**Gold Sponsor** (Availability upon first response) *benefits include:* \_\_\_\_\_ **\$500**

Business logo on the events page on INCREASE CDC's website

Special acknowledgement as a Gold Sponsor of the Business & Community Resources Expo

Hospitality Suite & Invitation to the VIP hour (4 p.m. to 5 p.m. during set-up time)

One six-foot table with black linen and two chairs

5 complimentary tickets

# REGISTRATION FORM

2010 BUSINESS & COMMUNITY RESOURCES EXPO

Event Date: Thursday, October 14, 2010 5 p.m. – 8 p.m.



Company Name
Contact
Company Representative/s
Address
City, State, Zip Code
Phone
E-mail
Fax
<b>Each sponsor is requested to provide items for door prizes</b>
Donation/s:

**Early Bird Registration: July 30<sup>th</sup>**  
20% off booths and sponsorships

**Registration Deadline: September 30th**  
**Payment Deadline: September 30th**

Please indicate selected level of sponsorship

- Presenting Sponsor (\$3,000.00) (three)
- Diamond Sponsor (\$2,000.00) (three)
- Platinum Sponsor (\$1,000.00) (10)
- Gold Sponsor (\$500.00) (unlimited)
- Exhibitor Booth ONLY (\$100) (unlimited)

- I need linen for my booth
- I DO NOT need linen for my booth

- I would like to request additional tickets to the 2010 Business & Community Resources Expo (\$5 value)

No. of tickets: \_\_\_\_\_

## Registration Payment and Fees

INCREASE CDC accepts various forms of payment including cash, checks, money orders and credit cards (Visa or MasterCard only) via mail, in person or ONLINE through PayPal (credit card only). Please make all checks payable to **INCREASE CDC** (*For: Business & Community Resources Expo*). A service fee of \$25.00 will be charged on all returned checks. **All monies are non-refundable and must be paid in full by September 30, 2010.** INCREASE CDC will send a confirmation letter, monetary receipt and event tickets upon receipt of this document.

I, (First/Last Name) \_\_\_\_\_, understand that this contract is a confirmation of my involvement as a sponsor/exhibitor as indicated above for the 2010 Business & Community Resources Expo.

Signature

Date

## PAYMENT INFORMATION

- Please invoice me
- Cash
- Check/Money Order  
(Please make checks payable to INCREASE CDC )
- Credit Card
- Visa/MasterCard (please circle one)

Billing Address \_\_\_\_\_

Name on Card \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Payment enclosed \_\_\_\_\_ Yes \_\_\_\_\_ No (check one) Mail \_\_\_\_\_ Online \_\_\_\_\_

Total Amount Enclosed: \_\_\_\_\_

**Send Registration Form to:**

**INCREASE CDC**

**2010 Business & Community Resources Expo**

3146 Agler Road

Columbus, Ohio 43219

Fax: (614) 476-3645

Phone: (614) 476-1758

Email: info@increasecdc.org

Forms may be sent by mail, fax or e-mail by

**September 30, 2010.** Send advertisements, logos and links to Deonna Barnett at

**dbarnett@increasecdc.org.**