

Cape May County Chamber of Commerce 2010 Business @ the Beach Expo Exhibitor List

Deadline for receiving all namebadge requests is Friday, April 16, 2010.
Badge Pickup: Name badges will be included in your welcome packet that will be located at your exhibit space.

Please return this completed form by 4/16 to Sara Freeman at:

P.O. Box 74, Cape May Court House, NJ 08210
fax: 609-465-5017 ♦ email: sara@cmcchamber.com

COMPANY NAME: _____

COMPANY REPRESENTATIVE: _____

The following people will be working at our exhibit booth during
the 21st Annual Business @ the Beach Expo:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Please return no later than Friday, April 16, 2010.

Questions? Comments!
Please contact Sara Freeman at 609-465-7181 ext.104 or sara@cmcchamber.com



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Cape May Court House, NJ 08210
(609) 465-7181
Fax: (609) 465-5017
www.capemaycountychamber.com
email: info@cmccofc.com

April 5, 2010

Dear Exhibitors,

Thank you for reserving exhibit space at the Chamber's Business @ The Beach Expo, to be held on Wednesday, April 21st at the Wildwoods Convention Center. The following information is important to ensure a successful Expo for everyone. If you need information beyond what is supplied below, please do not hesitate to contact us.

- Display space is randomly assigned unless otherwise noted.
- If you've indicated on your registration form that you require internet and/or electric access, please be sure to send your electric/phone payment to the Wildwoods Convention Center by Friday, April 16th. *Forms are enclosed for your use.*
- Please use the enclosed "tickets" and promotional form to invite your colleagues.
- Set-up is from 12 p.m. to 3 p.m. on Wednesday, April 21st. The show starts at 4:00 p.m.
- If you plan to attend the Email Marketing Seminar, please plan to set up by 2:45 p.m.
- All display items *must* be brought in through the loading dock, located on the north side of the Convention Center. Exhibitors are asked to unload their exhibit items on the loading dock and then promptly move their vehicle to the parking lot.
- The Expo will be open from 4 p.m. to 7 p.m. All exhibits must be completely set by 3:30 p.m.
- Breakdown is immediately following the show, but not before 7 p.m.
- Names for exhibitor badges **must** also be provided by Friday, April 9, 2010. *Please fax your representatives' names to 609-465-5017.*
- Exhibit space includes one 6' draped and skirted table in an 8' area, two chairs and sign.
- Two water bottles will be provided to vendors at your exhibitor area. Butlered hors d'oeuvres and cheese and vegetable display will be available for vendors and guests around 4:00 p.m.
- Exhibitors are welcome to attend the bonus Email Marketing seminar, prior to the start of the show from 2:45 to 3:45 p.m. *Reservations are necessary.*

Please keep in mind that this Expo is not an all day event and large elaborate displays are not necessary. No displays may be wider than 8 feet. Large, free-standing displays are not encouraged. If you plan to bring a company banner, be prepared to hang it on the front of your table. Our Expo is best known for its warm and hospitable atmosphere partnered with great networking. Tabletop displays are a great way to generate interest.

We are looking forward to a very successful Expo again this year. Please contact either Sara Freeman or me at 609-465-7181 if you have any questions. See you at the Expo!

Sincerely,

A handwritten signature in black ink that reads "John E. Kelly".

John E. Kelly
Marketing and Membership Director