Welcome to the Small Business EXPO on Friday, November 17, 2023 from 4pm-7pm at Westin Rancho Mirage Golf Resort & Spa! There is no better time for focus on local business than now. Join us as we celebrate, lift up and recognize our local business owners, employees, neighbors and friends. The Small Business EXPO is created for the community by the community. Admission is $10 per person at the door.

EXPO Business Booth: Booths includes pipe and drape, 6 foot table with linen, 2 chairs and exhibitor only after party
_____ $350 8 x 10 Booth or _____ $425 8 x 10 Booth w Electricity (limited)

Nonprofit EXPO Booth: Booths includes pipe and drape, 6 foot table with linen, 2 chairs and exhibitor only after party
_____ $300 8 x 10 Booth or _____ $375 8 x 10 Booth w Electricity (limited)

Tasting Station ____ Free and limited (bring 450 tastings) **Vehicles/Golf Cars** _____ Contact us for details!
Restaurants, caterers, hoteliers

Title Sponsor (1 available)
Primary location, double space, and inclusion in all advertising, media and interviews and “brought to you by” on all materials, provided information at each booth and for admissions _____ $5,000

Presenting Sponsor (3 sold, 1 left)
Primary location, double space, signage, and inclusion in advertising ____ $2,500

Event Sponsor (limited)
Space in primary location, signage inclusion in advertising ____ $650

(Please add information as you want it displayed)
Full Member Business Name _____
Contact Name and Phone (Day of Event) _____
Contact Email _____Billing Email _____
Billing Phone _____
Billing Address _____
Website _____

Payment Total: $_____ Check # _____ Credit Card# _____
Exp. _____ Zip _____ CVC Code _____

I have read the guidelines on the reverse side of this flyer and agree.

Signature: _____ Date _____

Small Business EXPO 2023: Friday, November 17, 2023 from 4pm to 7pm at Westin Rancho Mirage Golf Resort & Spa. Exhibitors will receive communications with RANCHO MIRAGE CHAMBER MEMBER vendor information for signage, shirts, nametags, business cards, brochures, promo items and more. Exhibitors will receive a map and instructions for loading and unloading prior to the event. The chamber will also plan an exhibitor meeting before the event at the location to review the plans for the EXPO.
Valley-wide advertising for your benefit!

Exhibitor Agreement Guidelines and Event Information:
To exhibit, the exhibitor must agree to the following, with representative's signature required on registration form.

1. Participation is subject to the approval of the RMCC. Shared booths are prohibited. If you are the owner of two different businesses and both are Members of the Chamber of Commerce, you may promote both businesses in one booth.
2. Participant agrees to abide by all City, Fire Department, Health Department, and Chamber of Commerce rules and regulations. Food booths MUST adhere to all health and safety code regulations. Refrigeration and preparation areas are not available/provided.
3. If utilizing electricity, Chamber must be notified of what device will be plugged in for power needs. Payment ($75) is required at time of registration for electricity and will be limited to certain areas in the floorplan.
4. Set-up time is Noon to 3pm on Friday, November 17. Directions for unloading/loading will be emailed directly to each exhibitor prior to the event, along with other pertinent information. We will also offer an informative meeting prior to the event at the location! Stay tuned.
5. Chamber committee will be assigning booth spaces and vendors to ensure proper placement based on needs, sponsorship, electricity availability, and overall mix of businesses and industries. Chamber will base placement on the time registration is received and will do its best to accommodate needs. Businesses MUST NOT change booth assignments.
6. Exhibitors must remain in their designated booth space. All equipment, merchandise and promotions must fit inside the booth area. Booth sizes available are 8' x 10' . NO ROVING SOLICITATIONS.
7. Requests for additional tables and chairs can be accommodated for set fees, but requests must be made in advance.
8. Participants are encouraged to provide demos, free gifts, giveaways, drawings, etc. Your booth is your promotional space. Have fun and stand out! If a drawing is being done at your booth, you are responsible for its facilitation and to notify winners.
9. Chamber is providing booth space including 2 chairs, a 6' draped table with tablecloth, small directional signage featuring company name, black sides and 8' black backdrop. Exhibitors are responsible for their exhibit set-up, etc. Signage is encouraged!
10. No loud music or intrusive behavior will be permitted. No more than 4 booth assistants per booth.
11. Exhibitors are responsible for having proper materials, and helpers to load, unload and set-up booths.
12. IN RESPECT OF OUR PAYING EXHIBITORS, ANY NON-EXHIBITORS ROAMING THE FLOOR WITH HANDOUTS, FLYERS, or OTHER PROMOTIONAL ITEMS WILL BE ASKED TO LEAVE THE EVENT. BUSINESS CARDS, HOWEVER, ARE ENCOURAGED.
13. Exhibitor After Party from 7:30pm-9pm in the Backyard event space. Meet us there after you strike/breakdown your booth completely.

Rancho Mirage Chamber of Commerce
Champion for local business - Convener of leaders an influencers - Catalyst for growth.
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