

JOHNSBURG AREA BUSINESS ASSOCIATION ANNUAL BUSINESS AND CRAFT EXPO

Saturday March 17, 2018, 10:00am to 2:00pm, Johnsburg High School, 2002 W. Ringwood Rd.

Take advantage of this excellent annual opportunity to show case your business, organization or craft. The Johnsburg Area Business Association (JABA) uses funds raised from the expo to help support community activities and projects. If you would like to participate in this year's expo, **return this form with your payment by March 7, 2018.**

Business Name: _____

Complete address: _____

Contact person: _____

Phone: _____

Email: _____

Type of Business: _____

JOIN JABA TODAY! AND TAKE ADVANTAGE OF THE MEMBER PRICING!

Item*	Member Price*	Nonmember Price	Booth #	Amount
Display Booth – Any two side by side booths (double size 20' wide x 8' deep)	250.00	340.00		
Standard Booth (10' wide x 10' deep)	125.00	170.00		
Non-profit organizations (10' wide x 10' deep)	65.00	85.00		
Non-profit Political organizations (10' wide x 10' deep)	85.00	105.00		
Home based business or crafters (8' wide x 10' deep)	50.00	50.00		
Electric in Booths (Only in booths marked "E")*	20.00	30.00		
Literature to be stuffed into event bags passed out by JABA One item / Provide 400 copies/items / by March 9, 2018	25.00	35.00		
2018 JABA membership dues (must be paid before January 31, 2018 for booth discount)	30.00	30.00		
Total amount due:				

***JABA** membership dues must be paid in full by January 31, 2018 to qualify for member pricing

*Electricity only available in booths marked "E". What do you plan to hook up? _____

*Booth charges are non-refundable and include 8' long table. Booth space is available on first-come, first-serve basis. If the booth you have requested is not available, you will be assigned another booth. Please see the attached map for booth layout.

Please include a certificate of insurance with your payment.

Return this form with payment in full to: Richard Bierman (815-759-9459), 2108 W. Johnsburg Road, Johnsburg, IL 60051. Please make checks payable to: **Johnsburg Area Business Association**

VENDOR DELIVERY
ENTRANCE TO
EXPO

MAIN EXPO AREA

RESERVED

37-E

38-E

39-E

36

35

33

31

29

13

12-E

10-E

8-E

6-E

4-E

2-E

40

42

44

46

48

11

9

7

5-E

3-E

1-E

41-E

43

45

47

C-12

C-10

C-8

C-6

C-4

C-2

CRAFT/HOME BASED
BUSINESS BOOTHS
(8' x 10')

JABA
BOOTH

C-11

C-9

C-7

C-5

C-3

C-1

BLEACHERS

EXIT FROM EXPO

ENTRANCE TO
EXPO



Additional Information:

1. Main exhibitor booths include 8' table and 2 chairs. Your tables must be covered (tablecloths not provided).
2. Electric **only** available in booths marked "E" (no exceptions).
3. Setup time on Saturday March 17th is from 8:00am to 9:30am. You must be setup by 9:30am. Booths must be staffed at all times.
4. Booths must remain open and staffed until 2:00pm and displays must be removed by 3:00pm.
5. Business Vendors are encouraged to supply a raffle prize with a minimum value of \$20.00. Raffle drawings will be held throughout the day and JABA will announce the winners.
6. Loading and unloading of display materials shall be made through the rear entrance of the expo area. **Vendors shall park in the rear parking area of the school adjacent to the football field.**
7. Sales may be made at all booths.
8. Booths are reserved on a first-come first-basis.
9. Every participant must provide a certificate of insurance naming the Johnsbury Area Business Association and the Johnsbury High School as "Additionally Insured". If you have no business insurance, we will accept an Indemnification agreement. Please request one when registering.
10. Crafters and home based business booths are located in the main expo area and include 8' table and 1 chair. Your tables must be covered (tablecloths not provided).
11. Crafters and home based business booths must be staffed at all times.
12. Booths must remain open until 2:00pm and displays must be removed by 3:00pm.