

JOHNSBURG AREA BUSINESS ASSOCIATION ANNUAL BUSINESS AND CRAFT EXPO

Saturday February 23, 2019 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 February 15, 2019.**

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 February 15, 2019	25.00	35.00		
2019 JABA membership dues (must be paid before January 31, 2019 for booth discount)	40.00	40.00		
Total amount due:				

***JABA** membership dues must be paid in full by January 31, 2019 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 provide a certificate of insurance naming the Johnsburg Area Business Association and the Johnsburg High School as "Additionally Insured". If you do not have a certificate of insurance, please complete the Indemnification Agreement.

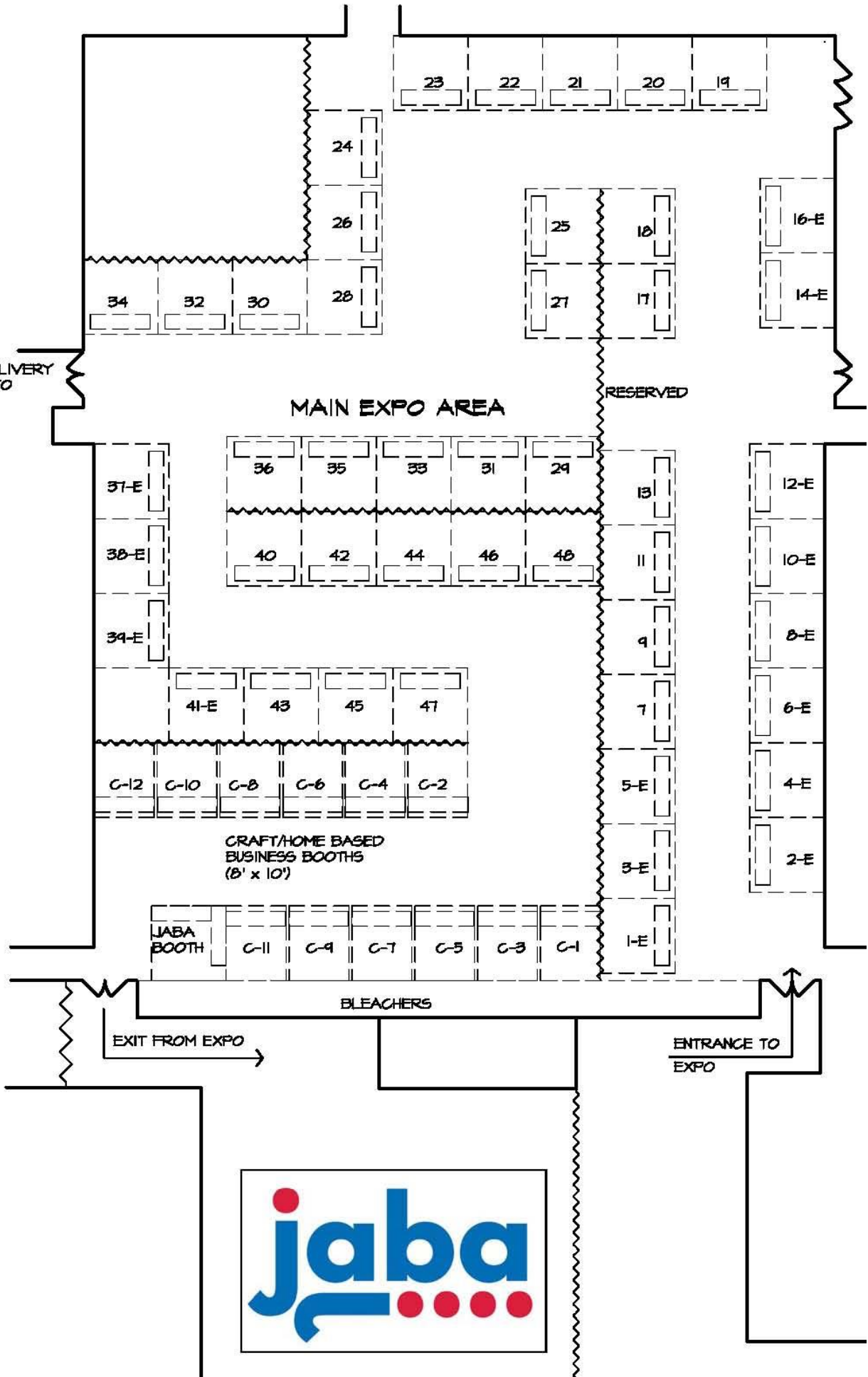
APPLICATION AND PAYMENT INSTRUCTIONS

Paying via Check	Paying via Credit Card
Complete and return this EXPO application, certificate of insurance or indemnification agreement, and check to: Nicole Falco 518 S IL Route 31 STE 194, McHenry, IL 60050 Make Checks Payable to: Johnsburg Area Business Association and write your business name on the Memo Line.	Please complete the online application form and remit payment via PayPal @: https://www.johnsburgjaba.com/jaba-expo.html Return the certificate of insurance or indemnification agreement to: Nicole Falco 518 S IL Route 31 STE 194, McHenry, IL 60050

VENDOR DELIVERY
ENTRANCE TO
EXPO

MAIN EXPO AREA

RESERVED



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 February 23, 2019 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. 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).
10. Crafters and home based business booths must be staffed at all times.