



Dear Exhibitor,

The Howard Lake Area Chamber of Commerce invites you to participate in the annual Howard Lake Community Expo, scheduled for March 18, 2017. The show will run from 9:00 a.m. until 1:00 p.m.

Please note the Expo will be at the HLWW High School, which is located 1 mile south of Howard Lake on Wright County Road 6 (8700 County Road 6 SW). We are excited to return to this location for the fourth year, as it offers improved vendor display areas, and a more convenient connection between the vendor displays and breakfast service area.

As in previous years, the HLACC will serve a **FREE** pancake and sausage breakfast. The breakfast will be served from 9:00 a.m. to 12:30 p.m. Over 1000 people have been served in previous years and visit the vendor display area. For the 2017 expo we will have additional entertainment and take a collection of non-perishable food items for area food shelves. If you wish to donate an item for a door prize, we will be holding a drawing as part of this year's expo. Please bring the item with you to the event.

Enclosed you will find a registration form. Please fill it out completely and mail it to the address on the form, along with payment by Friday, March 10, 2017.

Tables will be available to rent for an additional charge (see attached form). Please be sure to indicate if you need a rental table on the form, or one may not be available on the day of the Expo. Limited electricity is also available. Please also note this on the form or it may not be available on the day of the show. If you need any special accommodations, note those on the form as well or call prior to the Expo. We will do our best to accommodate requests, if they are made in advance.

We look forward to your participation in the Howard Lake Community Expo. It is a great opportunity to meet and network with new and existing customers, as well as other businesses in our community. If you have any questions, or need more information, please call:

Bonnie Seegmiller
Braham-Gilmer Memorials
Expo Co-Chair
(320) 543-2650

Howard Lake Community Expo • Saturday, March 18, 2017

Exhibit Booth Registration Form

Please indicate desired booth space and extra items below, mail the completed form (along with payment) to the address below. Deadline is Friday, March 10, 2017.

HLACC Members

8x8 booth space (HLACC members and businesses with HL addresses) \$40 _____

8x16 booth space (HLACC members and businesses with HL addresses) \$60 _____

Non Members

8x8 booth space - Non Members \$75 _____

8x16 booth space - Non Members \$95 _____

Booth space rental does NOT include a table. Tables are available for an extra charge and must be noted below to guarantee availability. You may bring your own table.

Table rental Indicate number of tables desired, x \$15 _____ x \$15 = _____

Total amount enclosed \$ _____

We require electrical power

(no charge, must be indicated on form and not exceed 15 amps).

Please note any other special requests, which will be accommodated, if possible.

Display set up time is between 7:30 and 9:00 a.m. on the day of the show.

Instructions will be sent indicating loading and unloading areas and designated parking for vendors.

Please provide contact information below for these follow-up items.

Business Name: _____

Contact: _____

Address: _____

Phone: _____

E-Mail: _____

I hereby agree to indemnify and hold harmless the Howard Lake Area Chamber of Commerce and Ind. School District #2687 from all claims of personal property loss or personal injury incurred in connection with the Howard Lake Community Expo held on Saturday, March 18, 2017.

Signature: _____

Please mail completed form, along with payment to: HLACC, PO Box 521, Howard Lake, MN 55349

If you have any questions, contact Bonnie Seegmiller (320) 543-2650 (business)

(320) 543-2915 (residence)