

# RANDOLPH COUNTY

— CHAMBER OF COMMERCE —

## BUSINESS EXPO & JOB FAIR & HEALTH FAIR

**APRIL 11, 2019 • BRTC • 9:00 AM - 2:30 PM**

**8:00 am - 9:00 am:** BOOTH SETUP

**9:00 am - 11:00 am:** BUSINESS NETWORKING

**11:00 am - 2:30 pm:** JOB FAIR & PUBLIC HEALTH SCREENINGS

***2019 is an exciting year for the Randolph County Chamber of Commerce, we turn 100 years old!***

To celebrate this milestone, the 2019 Business Expo & Job Fair theme will be:

**“100 Years, Decade by Decade”**

All booths are encouraged to incorporate the theme into their booth décor and costume.

**Randolph County Chamber of Commerce member booth - \$75**

**Non-chamber member booth - \$100**

Booth rentals include one rectangle table and two chairs.

Booth set up: Wednesday, April 10th from 4:00 pm - 6:00 pm **or** Thursday, April 11th from 8:00 am - 9:00 am

A box lunch will be served between 12:00 pm and 12:30 pm, to be eaten at your convenience. All lunches will need to be paid in advance, \$10 per boxed lunch with drink included.

Door prize drawings are encouraged, your booth will be responsible for all drawings.

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_ # of Lunches: \_\_\_\_\_

Large Display Area Needed: Yes or No If yes, explain: \_\_\_\_\_

Accepting Applications?: Yes or No

Positions Available: \_\_\_\_\_

**DEADLINE FOR REGISTRATION: APRIL 8TH BY 4:00 PM**

Please return registration form and payment to: Randolph County Chamber of Commerce

P.O. Box 466 • Pocahontas, AR 72455 Phone: 870-892-3956 • Fax: 870-892-5399

chamber@randolphchamber.com

Ask about joining your Randolph County Chamber of Commerce!

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## BUSINESS EXPO & JOB FAIR & HEALTH FAIR

### Booth Rental Contract

1. Each business or organization participating in the 2019 Business Expo & Job Fair & Health Screenings event must sign this contract and furnish a registration form.
2. A signature on this contract indicates the contact person for the business or organization has read, understands, and agrees to abide by all the rules outlined in this contract.
3. A single booth is approximately 10 foot by 8 foot with no guaranteed backdrops or sides. A rectangle table will be provided. Tablecloths are not provided.
4. All displays and distribution of literature shall be made inside the space contracted. A space inside the banquet room of the Randolph County Development Center will be provided for interviews with potential employees.
5. Send payment with completed registration form to the Randolph County Chamber of Commerce, P.O. Box 466, Pocahontas, AR 72455 before the April 8th deadline.
6. The business or organization participating in this event shall not injure or deface the floor or walls of the Black River Technical College Randolph County Development Center. Tape, nails, or tacks in the walls are strictly prohibited.
7. Booth set up: Wednesday, April 10, 4:00 pm - 6:00 pm OR Thursday, April 11, 8:00 am - 9:00 am. All booths must be in place and all aisles clear by 9:00 am.
8. No booths shall be broken down nor shall any removal of structures be made until 2:30 pm.
9. A Best In Show award for booth decorations, and a Best Costume Award will be presented at the end of the event. The Best In Show winner will receive a free booth at the 2020 Business Expo & Job Fair as well as a trophy to display in their business until April 2020. Best Costume Award winner will receive a \$25 gift certificate from the Randolph County Chamber of Commerce.
10. A sign will be provided to you and must be displayed to signify your booth is accepting applications.
11. A box lunch will be served between 12:00 pm and 12:30 pm, to be eaten at your convenience. All lunches will need to be paid in advance, \$10 per boxed lunch with drink included.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_