

Table # \_\_\_\_\_



# Pickens County Chamber of Commerce

## Networking Event Trade Table Reservation Sheet

**Date of Event** \_\_\_\_\_

**Member Business** \_\_\_\_\_

**Contact Name** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

**No. of Tables** \_\_\_\_\_

**Question submitted** \_\_\_\_\_

\_\_\_\_\_

**Door prize** \_\_\_\_\_

**Date paid** \_\_\_\_\_ **Check #** \_\_\_\_\_

**Paid by Credit Card** \_\_\_\_\_

**Card #** \_\_\_\_\_ **exp** \_\_\_\_\_ **CV2 Code** \_\_\_\_\_

## **Networking Event Trade Table Procedures and Rules**

### **TABLES**

Rental rate is \$75.00 per table, per event. Tables are provided on a first-come, first-served basis. We have 11 tables available at each event. The tables are set up around the perimeter of the Community Room. Tables must be paid 24 hours in advance to the event or the table space will be resold or considered vacant.

### **VENDOR QUESTIONS AND DOOR PRIZES**

Each vendor is asked to submit 1 question they would like attendees to ask about their business. Attendees will be given a card with all the vendors' questions, which will be used for drawing the grand door prize at the end of the evening.

Each vendor will provide a door prize, and is also asked to provide something on which to place contact information (i.e., business cards or a card to be filled out). These are to be used for the drawing of each individual door prize.

### **30 SECOND INFOMERCIAL**

Each table is responsible for a 30 second infomercial about their company. Throughout the event a Chamber Ambassador will introduce each vendor and its representative. The vendor will then be asked to present the 30 second infomercial and draw for their door prize.

### **OTHER RULES**

Networking Event hours are 5:00 - 7:00 p.m. Vendors will be allowed to set up one hour prior to the event. If more time is needed, please contact the Chamber to make those arrangements.

Vendors are not allowed to sell any items at the event.

Vendors are responsible for all displays, tablecloths and items brought to the event.

X \_\_\_\_\_

**I agree to the terms listed on the  
Networking Event Trade Table Procedures and Rules**

**Fax to Chamber office 706-692-9453s**