



Lake Chatuge GET OUTDOORS! Expo

Saturday, April 7, 10 a.m. – 5 p.m.
Sunday, April 8, 10 a.m. – 5 p.m.

Sponsored by:
Towns County Chamber of Commerce
(706) 896-4966

EXHIBITOR RULES AND REGULATIONS

All exhibitors and food vendors must be approved by the Towns County Chamber of Commerce which reserves the right to include, exclude and/or limit the activities of exhibitors at its sole discretion. Only exhibitors, organizations, food and products approved by the Towns County Chamber of Commerce will be permitted. The application final deadline is March 23, 2018.

Booth locations for all exhibitors will be located inside the Conference & Recreation Center. All food vendors will be located outside in the parking lot. Boats, campers and RV's will be located in the outside exhibitor area. Exhibitors requesting electricity (**VERY LIMITED – 120volts only**) will be located along the front and back walls of the exhibit hall. Electricity is on a first come first served basis. **NO EXCEPTIONS.** Exhibitors must provide their own heavy duty extension cords and power strips. Multiple spaces (for same exhibitor) may be requested for an additional cost of \$50 per space. Tents are not allowed inside the exhibit hall. Water is available outside of the main exhibit hall. No hoses will be permitted in main exhibit hall.

One exhibitor per booth space and absolutely no sharing of booth space is permitted. Exhibitors cannot sublet all or part of their booth space to any other individual or business. Displays must be set up within allotted 10' x 10' space. Tables are available for a nominal cost but **CHAIRS ARE NOT PROVIDED.** Exhibitor must provide their own table coverings, display, chairs and set-up equipment. Displays should not be over 4' high on front and sides and back display should be no taller than 8'. If you have a display taller than 8' please let the event organizers know by indicating this on your application. Booth spaces for anyone with extraordinarily tall displays will be placed along the bleacher sides of the exhibit hall.

Exhibitors must provide their own help for unloading, setting up and breaking down. No hand carts will be provided.

The Towns County Chamber of Commerce reserves the right to ask any exhibitor to remove any work or exhibit deemed not acceptable. No alcohol is allowed on premises. No animals except service dogs will be allowed in the exhibit and food area. This is a family-friendly event! All decisions and rulings made by the Towns County Chamber of Commerce are final.

Booths must have representatives present at all times during event. Exhibitors and food vendors are responsible for their own security during the event. The exhibit hall will be locked at 6 p.m. on Friday and Saturday. Breakdown and load out must be completed by 8 p.m. on Sunday.

Set-up is 12 noon to 5 p.m. on Friday, April 6 and 7 a.m. – 9:30 a.m. on Saturday and Sunday, April 7 & 8. All exhibitors must move their vehicles and/or trailers to vendor parking area by 9:30 a.m. **NO**

EXCEPTIONS.

Exhibitors and food vendors are responsible for collecting sales tax. Tax representatives may or may not visit the event. Be prepared to show them your paperwork. Towns County Sales Tax is 7%.

Sound devices, music and/or motion pictures are restricted to within exhibitor's booth and must be kept below annoyance level as decided by the Towns County Chamber of Commerce. **No flashing lights are permitted. No balloons are permitted in the exhibit hall.**

Food vendor booth spaces include electricity (120v – limited supply) and will have access to water. Vendors must provide their own heavy duty extension cords, power strips, change, 55-gallon trash can and trash bags. Ice is not provided. Grease/oil must be securely contained and removed from premises at end of event. Food vendors must use the provided dumpsters for booth trash. All spaces must be left clean of garbage, oil, grease and other debris. Full trash bags should be disposed of in provided dumpsters. The Towns County Chamber of Commerce is not providing clean-up staff in order to keep event operation costs down – a savings that is passed along to the exhibitors and vendors. Food vendors are responsible for complying with all State of Georgia and Towns County health and safety regulations.

The sale of food items is restricted to food vendors only. No exhibitors will be permitted to sell food in the exhibit hall. **NO ALCOHOLIC BEVERAGES ALLOWED!**

50% of total fee is due with application. Balance **MUST BE** paid by February 23, 2018. **NO EXCEPTIONS.**

Cancellations prior to February 23, 2018 must be made in writing via email to candacelee@brmemc.net or by letter to the TCCC, 1411 Jack Dayton Circle, Young Harris, GA 30582. **NO PHONE CALLS FOR CANCELLATIONS WILL BE ACCEPTED.** A 50% refund will be given if cancellation is made prior to February 23, 2018. Cancellations received in writing after February 23, 2018 will not receive a refund. **NO REFUNDS FOR NO SHOWS.**

The Towns County Chamber of Commerce reserves the right to remove any exhibitor and/or vendor from the event who does not adhere to all Rules & Regulations set forth by the Towns County Chamber of Commerce. Exhibitors and/or vendors in non-compliance will not be invited back to future events.

The Towns County Chamber of Commerce, Towns County Board of Commissioners, and any and all persons, property owners, suppliers, employees, volunteers and entities associated with the Lake Chatuge GET OUTDOORS! Expo are not liable for any damages, injury or loss to any person or goods from any cause whatsoever. All exhibitors, vendors, their heirs, administrators and executors do hereby waive and release all of the above named from any and all claims for damages of whatever arising out of the exhibitors' participation in the Lake Chatuge GET OUTDOORS! Expo. Exhibitors should obtain at their own expense, insurance against loss, damage or injury that they may require.