



CRAF Center – Downtown Roscommon
Wednesday, May 15, 2024 3 – 6 PM

It's that time of year! Get ready for the Annual Business Expo. The Higgins Lake – Roscommon Chamber of Commerce is proud to sponsor the Expo, showcasing Roscommon and Higgins Lake, our businesses, recreation opportunities, service providers, and organizations! This event will provide unparalleled advertising and publicity for you at a nominal charge.

HIGHLIGHTS THIS YEAR:

- ◇ **Sponsorship opportunities** – see details on the registration page! Great extra value and exposure for your business or organization, these limited additional opportunities are only available for HLRCC members.
- ◇ **Annual Expo**-We will be filling the CRAF Center with a variety of valuable and exciting information for our community! **We encourage vendors to have a door prize drawing at their booth and suggest that you do the drawing after the expo and have the item picked up at your business for another opportunity to interact with a potential client.**
- ◇ The Chamber will also be holding a silent auction. If you are interested in contributing, it would be greatly appreciated – just let me know or check the box on the application. We look forward to seeing you at this great event!

ALL businesses, organizations, and service providers in the greater Roscommon and Higgins Lake area, and those who service this area, are invited to this annual event. **Priority will be given to HLRCC members. Payments made by April 2, 2024 will receive a \$10.00 discount. Please submit your registration and payment no later than April 12, 2024 at noon. On April 15, 2024 available spots – if any – will be opened to non-members of the HLRCC.**

This is a great opportunity to showcase your business, products, or services while interacting with fellow business owners, as well as the citizens of Roscommon and our surrounding communities. We encourage you to bring flyers, ads, coupons, and/or freebies. What are you going to do NEW this year? Use this opportunity to get your message out there, using your imagination to interact and connect with your current and future customers or members. **We want to include you and due to limited space, we encourage you to respond promptly.**

Not yet a member of the Chamber? You can still participate, based on availability. There is an additional \$25 fee, or businesses can join the Chamber prior to the show for only \$150 per year to avoid that cost.

The HLRCC Business Expo Committee will provide advertising and organize the event. The registration form is on the following page. These few hours could be one of the best things you do for your business this year!

Sincerely,

Tracy

Tracy Pardue Smith
Executive Director, HLRCC

Annual Roscommon Business and Recreation Community Expo

Wednesday, May 17, 2023.... 3-6pm

☐ Gold Sponsor \$200 – Available to Chamber Members Only

(Limited Availability – reserve your space now)

- Your logo placed on Expo Banner
- Prime Location in the main gym with table. Your business listed as a Gold Sponsor on the Community Board light display in the Village for *at least* 3 weeks prior to the Expo.
- Mentions on facebook and radio leading up to event.
- Benefits of Business Expo Participants, as listed below.

☐ Silver Sponsor \$150 – Available to Chamber Members Only

(Limited Availability – reserve your space now)

- Your logo placed on expo banner
- Indoor Booth at the Business Expo with table.
- Your business listed as a Silver Sponsor on the Community Board light display in the Village for *at least* 1 week prior to the Expo.
- Mentions on facebook.
- Benefits of Business Expo Participants, as listed below.

ALL Expo participants have the opportunity to make an announcement about their product or service (please ask), have a 7x8 space in the large gym, or a 10x10 space outdoors or in the 2nd gym, as indicated below.

PLEASE CHECK ALL THAT APPLY

- ☐ \$50 7 x 8 **Space Only** – Inside – **Does not include** table or electricity, see options listed below
Pay by April 2, 2024 and save \$10.00....pay 40.00
- ☐ \$30 10x10 **Space Only** – Outside Lawn – Table/Electricity NOT included.
Pay by April 2, 2024 and save \$10.00....pay \$20.00
- ☐ \$10 Additional – **Table Rental (Limited number available)**
- ☐ \$10 Additional – **Electricity (only available in certain spaces against the wall)**
- ☐ \$25 Additional – **Not-Yet-Chamber Members**

TOTAL ENCLOSED: _____

☐ **YES** – I would like to donate an item to the Chamber's Silent Auction Table to support the Chamber and advertise my company. Item: _____

☐ **YES** – I will be giving away an item or items at my table. Item(s): (If you'd like it mentioned on Facebook, etc.): _____

Company/Organization Name: _____

Address: _____ Phone: _____

Email: _____ Name of Contact Person: _____

Table 1st and 2nd Choice: _____ We will accommodate your request on a first-come/first serve basis.

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HLRCC Use: Rcvd: _____ Amount \$ _____ CK# _____ Table: Yes No Electricity: Yes No

Additional Reminders:

- Payments are non-refundable.
- Exhibitors serving food samples are responsible for obtaining any necessary permits; contact the Health Department for details.
- If you are bringing your own table we suggest 6 or 8 foot.
- Return you completed registration to: HLRCC, PO BOX 486, Roscommon MI 48653.
- Spaces will be filled on a first-come, first-serve basis, and with the theme/flow of the show. **Priority is given to Chamber Members prior to April 12. After April 12, non-chamber members will be accommodated, with a final deadline of April 30, 2024.**
- Set-up begins at 12 noon.
 - ◇ Expo opens at 3 pm and lasts until 6 pm. Please complete your set-up by 2 pm; this allows you to network with your fellow exhibitors prior to the doors opening at 3 pm. **ABSOLUTELY NO BREAKDOWN PRIOR TO 6 PM** – when we advertise the show until 6 PM, it is unprofessional to not have all available if someone comes at 5:45, and we know everyone wants to put their best foot forward!
- Please do not park close to the building; unload and then move your car to the back parking lots, leaving the closer parking areas for our guests. Thank you!
- Questions? Please contact the Chamber: 989.275.8760 or info@hlrcc.com.
- *THANK YOU FOR YOUR PARTICIPATION and SILENT AUCTION DONATIONS!*



Higgins Lake – Roscommon
Chamber of Commerce
989.275.8760
info@hlrcc.com
www.hlrcc.com