

# ALLEGANY COUNTY LOCAL BUSINESS SHOWCASE

## 2023 Levels of Sponsorship

### **PLATINUM - \$1,200**

- (2) tables and 4 chairs
- 4 complimentary tickets to “Chamber After Hours”
- Logo on advertising materials
- Listed and mentioned on PR & Marketing around event
- Participation in Ribbon Cutting Ceremony
- Two (2) months advertising in weekly e-News (your company logo)
- Member Profile in Chamber Newsletter (September or October)
- Virtual Showcase
- Facebook sponsored ad

### **GOLD - \$600**

- (1) table and 2 chairs
- 2 complimentary tickets to “Chamber After Hours”
- Listed and mentioned on PR & Marketing around event
- One (1) month advertising in weekly e-news (your company logo)
- Virtual Showcase
- Facebook sponsored ad

### **SILVER - \$300**

- (1) table and 2 chairs
- 2 complimentary tickets to “Chamber After Hours”
- Virtual Showcase

### **NON-PROFIT - \$150**

- (1) table and 2 chairs
- 2 complimentary tickets to “Chamber After Hours”
- Virtual Showcase

### **FOOD VENDORS - No Charge**

- (1) table and 2 chairs
- 2 complimentary tickets to “Chamber After Hours”
- One (1) month advertising in weekly e-news (your company logo)
- Virtual Showcase

You do not want to miss this opportunity to market your business's latest products and services, network with Chamber members and reach new potential clients!

For more information or to reserve your booth space, please contact the Chamber at 301.722.2820 or email to [andrea@alleganycountychamber.com](mailto:andrea@alleganycountychamber.com)

## **Exhibit Regulations**

- Application - No application will be processed without payment in full. No requests for refunds will be honored after October 1, 2023. Applications received by September 14, 2023 will be included in event promotions; print and media.
- Arrangements—Booth price will include one table and two chairs. Wireless internet will be provided.
- Exhibit Hall Hours/ Set Up and Tear Down - Open 4:30 pm – 7:30 pm. Exhibit booths must be staffed during event hours.
- Exhibitors may set up from 10:00am – 3:00pm on Wednesday, October 18th and must be set up no later than 3:00 pm. No exhibitor may dismantle prior to the close of the event at 7:30 pm. Dismantling prior to the close will jeopardize your ability to contract space for the following year. All exhibits must be removed from the FSU Lane Center on October 18th by 8:30 pm. Giveaway is not required but encouraged.
- Parking - Available at the Performing Arts Center lot. A phone number will be sent to all displayers in advance of the event to text or call for help with hauling and unloading of display items.
- Liability—Exhibitor assumes full and complete responsibility for the safety of their exhibit and compliance with all city and county codes for fire, safety, and health. Exhibitors shall be responsible for the security of their exhibits and liable for any damages to the facility. The Chamber assumes no responsibility for the exhibitor's security. Food exhibitors are required to sign a waiver.
- Restrictions—The Chamber, at its sole discretion, may determine that an exhibit is objectionable for any reasons and may request that the exhibitor vacates the premises and forfeit all fees.
- Agreement—The submission of an exhibitor application with payment of fees constitutes the agreement of the exhibitor to the aforementioned rules and regulations. The exhibitor further agrees that the Chamber shall have the right to remove any exhibitor from the event for any violation of these regulations or for any behavior or conduct that the Chamber deems inappropriate.
- Chamber membership must be current to reserve a booth.

**I HAVE READ AND UNDERSTOOD THE ABOVE TERMS:**

**SIGNATURE:**\_\_\_\_\_

**NAME:**\_\_\_\_\_

**DATE:**\_\_\_\_\_

**EVENT: Allegany County Chamber of Commerce Local Business Showcase**



## 2023 Local Business Showcase Application

Please Fill Out Application Thoroughly, Missing Information May Not Be Honored

Business Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Full Business Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

Social Media Accounts: (circle all that apply) Facebook Y/N Instagram Y/N Twitter Y/N LinkedIn Y/N

Sponsorship Levels: (circle selection)

Platinum - \$1,200.00 Gold - \$600.00 Silver - \$300.00 Non-Profit - \$150.00 Food Vendor - No Charge

Booth Number Request:

Platinum - \$1,200.00 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Gold - \$600.00 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Silver - \$300.00 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Non-Profit - \$150.00 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Food Vendor -N/C 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Additional Tables @ \$10.00 each: Y / N

Please select table size (circle one): 6 Foot Table 8 Foot Table

Need Linen Table Covering (No charge): Y / N

Power Requirements (No charge - First Come, First Serve): Y / N

Will Your Business Have Any Internships or Job Openings at the Time of the Showcase? Y / N

Will Your Business Have a Giveaway During the Showcase? Y / N if so, what? \_\_\_\_\_

Morning Workshop Itinerary - Please mark any that you plan to attend.

- ☐ 10am: **Professional Development:** Featuring Pam Twigg Coaching - understand self-awareness to gain resilience as you start and grow your business.
- ☐ 10:50am: **SBDC/Startup Portal:** Learn key business startup strategies and how crowdfunding can kick-start your idea.
- ☐ 11:30am: **Free Lunch w/ College of Business, Engineering, Computational and Mathematical Sciences at FSU**  
Discuss how the college and local business community can benefit one another.
- ☐ 1pm: **Department of Commerce, Department of Labor and Technology Development Corporation (TEDCO)**  
Statewide programs available to help you reach your goals and grow.
- ☐ 2pm: **FSU Marketing:** Understanding Social Media Marketing

TOTAL PAYMENT: \_\_\_\_\_ (Payment must accompany application to be processed)

Make check payable to: Allegany County Chamber of Commerce

Credit Card No. \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV \_\_\_\_\_

Zip Code \_\_\_\_\_

Submit application and payment to:

Allegany County Chamber of Commerce  
24 Frederick Street, Cumberland, MD 21502

301-722-2820

andrea@alleganycountychamber.com



## **FOOD SERVICE ONLY**

### **WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT FOR EVENTS and FOODS OTHERWISE TRANSPORTED, FURTHER PREPARED AND CONSUMED**

Food preparation carries with it inherent risks that include but are not limited to health hazards resulting from improper transport, handling and storage.

#### **WAIVER**

In consideration of being permitted to prepare, bring in, serve or otherwise present any food samples or related service product or event at the Frostburg State University – Lane Center (the “Event”) where prepared food, cooked, perishable or otherwise are transported, further prepared, and consumed, we, our personal representatives or assigns, agents, employees and affiliates, do hereby release, waive, discharge, and covenant not to sue Allegany County Chamber of Commerce (the “Host”), their affiliates, direct or indirect, officers, employees, and agents from liability from any and all claims resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, any claim directly or indirectly to the Event.

#### **INDEMNIFICATION AND HOLD HARMLESS**

Vendor agrees to indemnify and hold harmless the Host, their affiliates, direct or indirect, officers, employees, and agents (the “Indemnitees”) from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including reasonable attorney’s fees brought as a result of my involvement in Events, whether brought by me, my company or its agents or employees, or other third parties, and to reimburse the Indemnitees for any such expenses incurred.

#### **A FEW SIMPLE PRECAUTIONS TO REDUCE THE RISK OF FOODBORNE DISEASES**

Safe and careful handling of raw meat and poultry is critical to prevent harmful bacteria from multiplying and contaminating other foods. It is extremely important that proper temperatures are reached during cooking to destroy harmful bacteria.

**COOK:** meat, poultry and eggs thoroughly. Using a thermometer, ground beef should be cooked to an internal temperature of 160°F. Eggs should be cooked until the yolk is firm. \*Keep burgers and chicken (and all other perishable foods) on ice until ready to cook. Cook poultry to 165°F/74°C.

**SEPARATE:** Don't cross-contaminate one food with another.

#### **SOME INDIVIDUALS AT PARTICULARLY HIGH RISK SHOULD TAKE MORE PRECAUTIONS**

Pregnant women, the elderly, and those weakened immune systems are at higher risk for severe infections such as Listeria and should be particularly careful not to consume undercooked animal products.

I HAVE READ AND UNDERSTOOD THE ABOVE TERMS:

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

EVENT: Allegany County Chamber of Commerce Local Business Showcase

DOOR

DOOR DOOR

DOOR

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Bar

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Stage



Local Business Showcase  
Wednesday, October 18, 2023  
Frostburg State University - Lane Center