



# Merchants Tent Registration Form 2020

**Reservation Information:**

- Payment must be included **WITH** registration form to reserve space. We reserve the right to refuse any registration for any reason.
- Merchants Tent open for public viewing: Friday, May 29th, 1:00 pm - 8:00 pm and Saturday, May 30th 11:00 am - 6:00 pm
- **Any registration received after April 24, 2020, will be charged a \$25 late fee**, and is subject to space availability.
- Booth length: minimum = 10 ft.; maximum = 60 ft. (must be reserved in 2 ft. increments)
- Booth Depth = 10 ft.; Booth Height = 8 ft. maximum
- Electrical = one 110 volt single phase outlet is provided at 20 foot intervals. Cost is included. Exhibitors must provide their own extension cords. Extension cords must be 3-wire grounded, 12 or 14 gauge only. There will be a charge for any electrical requirements above and beyond what is provided.

**NO REFUNDS  
for cancellations  
after May 8, 2020.**

**NO REFUNDS  
due to  
inclement  
weather.**

\*circle or fill in blank for your reservation

**\*We want to reserve:**

**10 12 14 16 18 20 Other: \_\_\_\_\_ feet**

**\*We are: Member Non-Member**

**TOTAL AMOUNT DUE: \*\$ \_\_\_\_\_**

**RATE SCHEDULE:**

**Chamber Members:**

Businesses \$25 per foot  
 Non-Profit \$15 per foot—12 ft. maximum

**Non-Members:**

Businesses \$30 per foot + \$100 fee  
 Non-Profit \$15 per foot—12 ft. maximum + 100 fee

COMPANY NAME \_\_\_\_\_ PHONE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ CELL # \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ADDRESS (to confirm reservation) \_\_\_\_\_

My electrical requirements are: \_\_\_\_\_

My display is regarding: \_\_\_\_\_

My display is over 8 feet tall: \_\_\_ Yes \_\_\_ No

I have read and understand and hereby agree to all the rules and regulations listed on the attached sheet.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**ALL information must be filled in completely and payment received for registration to be processed.**

**Registration Form & Payment must be received by deadline. Send to:**  
 WASHINGTON CHAMBER OF COMMERCE . 105 S. SPRUCE ST . PO BOX 262 . WASHINGTON, IL 61571  
 P: 309-444-9921 E: info@washingtoncoc.com

**• Registration Deadline is Friday, April 24, 2020.**

**• No refunds after May 8, 2020. No refunds due to inclement weather.**

**• PLEASE MAKE A COPY OF THIS FORM FOR YOUR RECORDS.**

(Details subject to change)