



SMALL BUSINESS FOCUS & DEVELOPMENT COMMITTEE'S
15th ANNUAL SMALL BUSINESS EXPO & OUTREACH
“Partnering with Our Local Business Community”

The Guam Chamber of Commerce Small Business Focus & Development Committee is hosting its **15th Annual Small Business Expo and Outreach** this coming June. Members are invited to seize the opportunity to showcase their products or services to a captive audience of business professionals and network with other Chamber members and their guests.

DATE: THURSDAY, June 20, 2019

TIME: 3:00 p.m. – 7:00 p.m.

PLACE: Grand Ballroom, Hyatt Regency Guam

Exhibit tables are offered at very special rates to allow member companies of all sizes to showcase their products and services. As an Exhibitor at the **15th Annual Small Business Expo** your company will:

- **Gain exposure;**
- **Develop leads for your products and services;** and
- **Expand your customer base:** Network and make new contacts with other Chamber members.

HOW YOU CAN GET INVOLVED:

- 1) Reserve a space at the Expo by submitting this form to the Chamber office by 5:00 p.m. on **June 7, 2019**. Space is limited - all reservations are handled on a "first come, first served" basis. \$250.00 exhibitor fee (includes 1 skirted table, 2 chairs and 2 lunch tickets). Each set-up space is 8 feet by 6 feet.
- 2) There are pre-determined **prime** locations around the ballroom to achieve maximum exposure. These spaces are \$500.00 and are available on a "first come, first served" basis. The area is 8 feet by 16 feet (includes 2 skirted tables, 4 chairs and 4 lunch tickets).
- 3) Special Requirements: Internet will be made available to exhibitors, however, if your exhibit requires electrical outlets, you must provide your own extension cord.
- 4) Set up your table/s at the Grand Ballroom Hyatt Regency Guam on June 20, 2019 between 11:00 a.m. - 2:00 p.m.
- 5) Companies must be a member in good standing with the Guam Chamber of Commerce in order to be part of this year's Expo.
- 6) Cancellation deadline is Friday, June 7th. A \$75 processing fee will be charged to all cancellations made after June 7th.
- 7) A penalty fee of \$250 plus a \$75 processing fee per reservation, will be assessed to all exhibitors who close their station before 7:00 p.m. on June 20th.

SPACE RESERVATION FORM [Email: info@GuamChamber.com.gu]

NOTE: INFORMATION PROVIDED BELOW WILL BE COMPILED AND PROVIDED TO EXPO ATTENDEES

COMPANY _____

CONTACT NAME _____ TITLE _____

TELEPHONE _____ FAX _____ E-MAIL _____

SIGNATURE _____

LIST OF PRODUCT LINE(S) OR SERVICE(S): _____
