



MARCH MADNESS: INVENTORS AND ENTREPRENEURS TRADE SHOW
Wednesday, March 17th, 2010 6:00 – 9:00pm
Roadrunner Gymnasium
1200 US Hwy 14 W., Richland Center, WI 53581

EXHIBITORS: Please note that all exhibitor registration forms need to be **completed** and **submitted** by March 10, 2010. Finished registration forms may be sent in to: Meegan Thompson, 1140 Sextonville Road, PO Box 49, Richland Center, WI 53581, or sent via e-mail to rcedc3@mwt.net. Exhibitors may also call Meegan Thompson to reserve a table at (608) 647-4310. It is recommended that exhibitors set up their tables between 5:00p and 5:30p, March 17th, 2010.

EXHIBITOR REGISTRATION FORM

PERSONAL INFORMATION

CONTACT NAME _____

CONTACT TITLE _____

CONTACT PHONE NUMBER _____

CONTACT E-MAIL ADDRESS (optional) _____

EXHIBITOR INFORMATION

BUSINESS NAME _____

EXHIBITOR NAME(S) _____

BUSINESS ADDRESS _____

I REQUIRE AN ELECTRICAL OUTLET YES NO

I WOULD LIKE TO DONATE A PRIZE FROM MY BUSINESS

NO

YES prize: _____

Please note that any prize disbursing will be the responsibility of the exhibitor.

FOR MORE INFORMATION, PLEASE CONTACT MEEGAN THOMPSON AT (608) 647-4310 OR VIA E-MAIL AT RCEDC3@MWT.NET

EXHIBITOR FAQ's

Q: Why should I exhibit at March Madness: Inventors and Entrepreneurs Trade Show?

A: To make your presence known to current and prospective consumers and to educate them on your product(s), service(s) or location(s).

Q: Who should exhibit at the show?

A: Any small, local, new, or up-and-coming businesses.

Q: How much does a booth cost?

A: The entire event is FREE of charge, to both exhibitors and patrons.

Q: What do the booths look like?

A: The "booth" will be sectioned off tabletops. Some will be freestanding, while others will have a wall near by. Walled booths will be reserved for those exhibitors requiring electricity.

Q: How big are the tabletops?

A: A standard booth is 6`x2`. A limited number of 8`x2` tables are available upon request.

Q: How do I obtain a table space?

A: Submit completed registration forms to either: rcedc3@mwt.net or mail to: Meegan Thompson, PO Box 49, Richland Center, WI 53581.

Q: Will I be notified of receipt of my entry as an exhibitor?

A: A phone call or voicemail will be placed to exhibitors as soon as their registration form has been processed (about 1-2 days after completed registration form has been received).

Q: Where will my table be?

A: There will be pre-placed signs on tabletops to display where exhibitors should set up.

Q: When should exhibitors be present for booth set up and tear down?

A: All exhibitors may begin to set up by 5:00 pm. Tear down of booths must be completed by 9:00pm.

Q: Will there be parking available?

A: Yes. There are multiple parking lots for use (free of charge) near the exhibit location.

Q: Whom can I contact for any further questions?

A: Any questions can be promptly answered if e-mailed to rcedc3@mwt.net or by calling Meegan Thompson at (608) 647-4310.