

“Building a Better Belding!”
Community Showcase
Community Group Exhibitor Information and Application
April 29, 2010, 5-8 p.m.

Belding Area Schools, the City of Belding and our sponsors proudly present our 14th Annual Community Showcase.

Our goals are to:

- Spotlight our students, BAS schools and organizations, the City of Belding, along with civic organizations and our local businesses to the residents of Belding Area School district.
- Increase the community’s awareness of BAS programs and services offered in our school district.
- Give exhibitors an opportunity to increase their exposure to the community.

We are offering:

- Free Admission
- Free Parking
- Free Food
- Entertainment - BAS Student Talent
- School Organizations on Display
- Community Organizations on Display
- Local Businesses on Display

RULES/POLICIES

Please keep selling to a minimum!

- All exhibitors will provide their own display items and backdrops.
- Electricity is limited! Electricity may be provided if it is marked on the application and will be available on a first-come, first serve basis.
- You **MUST** provide your own heavy-duty electrical extension cords and/or power bar.

Registration: Space is assigned on a first-come, first-serve basis. You must complete and return the form!

Parking: To allow as much convenience to our visitors as possible, exhibitors **MUST** park in designated areas behind the building. You will enter the rear parking lot of the building. The driveway is east of the bowling alley and is adjacent to the BAS bus garage.

Door Prizes: Door prizes are optional—if you would like to offer door prizes you may do so at your booth. Contacting winners and delivering prizes is the sole responsibility of the exhibitor offering the prize and will **NOT** be announced. There will be a board by the main office where you may post winners’ names.

Exhibits: All exhibits shall be kept neat in appearance and in good taste. The Showcase Committee reserves the right to regulate all exhibits and displays which may be considered objectionable/inconsistent with the goals of this event. Exhibitors are requested to clean their display area when vacating. Wall space is very limited because of lockers. If you would like to have something behind your booth, you’ll need to construct it in advance.

Set up: **Setup will be from 3:30 to 4:45 on the day of the event.** We will have BHS students and carts to help you unload your car from the rear of the building.

For more information please call Deborah Rogers at 616-794-4703 or email rogersd@bas-k12.org.

***If you decide to NOT have a booth, you can still have information about your organization in the 500 welcome bags that will be distributed as people enter the building. Please have your items delivered to Belding City Hall no later than Tuesday, April 14th.*

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Reservations for space for this year’s event are now being taken. *We expect over 2000 people... so bring your handouts and freebies!*

Please fill out the form below, so that we may schedule your group’s display!

Organization: _____

Contact Person: _____

Phone Number: _____

Address: _____

E-mail: _____ **(Include so we may confirm your reservation.)**

We will not be making any announcements during the event this year. To facilitate our planning, please provide a description of the booth &/or any activity you will be doing: _____

Will someone be at your booth to answer questions? Yes or No

Below please indicate your preferences:

Do you prefer electrical? Yes No

Do you require chairs? Yes No How many? _____

Do you require a table? Yes No

Size desired—please circle (**Limit 1 table**): 4.5’ x 2’ 9’ x 2’ 12’ x 2’

DEADLINE FOR REGISTRATION: Applications must be received by 4 PM on Wednesday, March 24, 2010.

Please return the completed application via fax, 616-794- 4730, by email to rogersd@bas-k12.org or mail to:

Mrs. Deborah Rogers
BAS Schools
1975 Orchard Street
Belding, MI 48809