

# BUSINESS



Friday, April 17th, 2026

## EXHIBITOR RESERVATION FORM

Show Location:

Hotel 1620

180 Water Street

Plymouth, MA 02360

Welcome! Please review the information carefully and do not hesitate to contact the PACC with any questions you may have regarding the 2026 PACC Business Expo Spaces are very limited and will be filled on a first come first served basis. Please make sure to complete **all** pages of the Reservation Forms. Incomplete forms will not be processed.

This form must be completed and emailed by April 1st.

Set Up: Friday 9:00 a.m. – 11:30 p.m.

**EXPO: 12:00 p.m. – 4:00 p.m.**

Move Out: 4:00 p.m.\*\*

Show Colors: Blue & White

Please refer to the floor plan maps for zone locations (Attached)

### Member Pricing

Zone A \_\_\_\_\_ \$475

Zone B \_\_\_\_\_ \$400

Zone C \_\_\_\_\_ \$350

Zone D \_\_\_\_\_ \$275

### Non-Member Pricing

Zone B \_\_\_\_\_ \$600

Zone B \_\_\_\_\_ \$500

Zone C \_\_\_\_\_ \$400

Zone D \_\_\_\_\_ \$350

### Ballroom Location

Zones A, B, & C include 8' high back wall & 3' side drapes; 1 skirted 6' table, 2 chairs, 1 wastebasket

### Reception Area

Zone D includes 1 skirted 6' table, 1 chairs, 1 wastebasket

Electricity is needed. \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please at \$50 to your booth or table cost.

\* By purchasing a booth exhibitors are required to provide a raffle prize, of at least a \$30 value.

Booth spaces are subject to availability and placement of similar companies/products.

\*For non-Chamber member's \$100 from booth cost can be applied to membership dues if becoming a member of the Plymouth Area Chamber of Commerce.

PAYMENT INFORMATION

\_\_\_ Check (Made payable to the Plymouth Area Chamber of Commerce) \$ \_\_\_\_\_ Total

\_\_\_ Credit Card (Please circle: AMEX Visa MasterCard Discover)

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

General Terms & Conditions

- **\*\*By accepting the terms of this Business Expo agreement the exhibitor agrees to break down at the scheduled 4:00 p.m. and no earlier. If the exhibitor breaks down any time before 4 00 p.m. the exhibitor will be subject to a \$300 Early Break Down Penalty charge.**

- Any change/revision to any exhibitor booth sign, requested by the exhibitor, within 5 business days of the Expo will be assessed a \$10.00 Late Revision Fee.

- Promotional materials may only be given out from the exhibitor booth.

- Exhibitor shall be responsible to obtain any and all licenses required for the exhibit. As well as, any insurance required, naming the PACC and Hotel 1620 as additional insured, as will protect them from claims which may arise out of or as a result from the activities of the exhibitor. Neither the PACC nor Hotel 1620 shall be responsible for loss or damage occurring to the exhibit or sustained by the exhibitor from any cause. The exhibitor, if desired, must obtain such additional insurance.

- No exhibitor shall sell or distribute food or beverages of any type without the express, written consent of the PACC and/or Hotel 1620.

- If cancellation occurs within 60 days of the Business Expo the PACC will retain 50% of the entire amount paid by the exhibitor. If cancellation occurs within 30 days of the Business Expo, the entire amount paid to date to the PACC by the exhibitor shall be retained by the PACC. The retained amount shall be liquidated damages for the direct and indirect costs incurred by the PACC for organizing, setting up and providing space for exhibitor's withdrawal including reletting the space. All cancellations must be in writing.

Upon acceptance in writing of this contract by the PACC, this shall be a binding and enforceable contract. By accepting this contract, the exhibitor agrees to all terms, conditions and rules described. The PACC must have a signed agreement and payment in full at time of reservation.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Contact Name: \_\_\_\_\_

Name of Business (To be printed on booth sign):

\_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

# BUSINESS



## Raffle Instructions

As a participating vendor in the Business Expo, you are required to provide a raffle prize of **at least a \$30 value** to be given away at the Business Expo. The following are instructions and answers to frequently asked questions regarding the raffle process at the Business Expo.

Included is a **Raffle Item Form** that should be completed and returned to the Plymouth Area Chamber of Commerce by April 1st. On it, please specify your raffle item. We would love to publicize your raffle items, so the sooner you return the forms the better!

Please contact the Plymouth Area Chamber of Commerce with any questions at 508.830.1620.

- On the day of the Business Expo each vendor should **drop off their raffle items to the Chamber of Commerce booth located inside the ballroom.**

Raffles will be entered by business cards at the Chamber Booth and winners will be announced throughout the Expo.

Vendors have the option of doing additional raffles from their booths. Vendors will be responsible for collecting information in their booth for their raffle drawing. If vendors choose to do so, they must provide; slips/tickets for completion by attendees and a raffle bowl for drawing.

Vendors will be responsible for contacting the winners of these In Booth raffles. Winners of In Booth raffles will not be announced at the Business Expo.

Raffle items to be provided:

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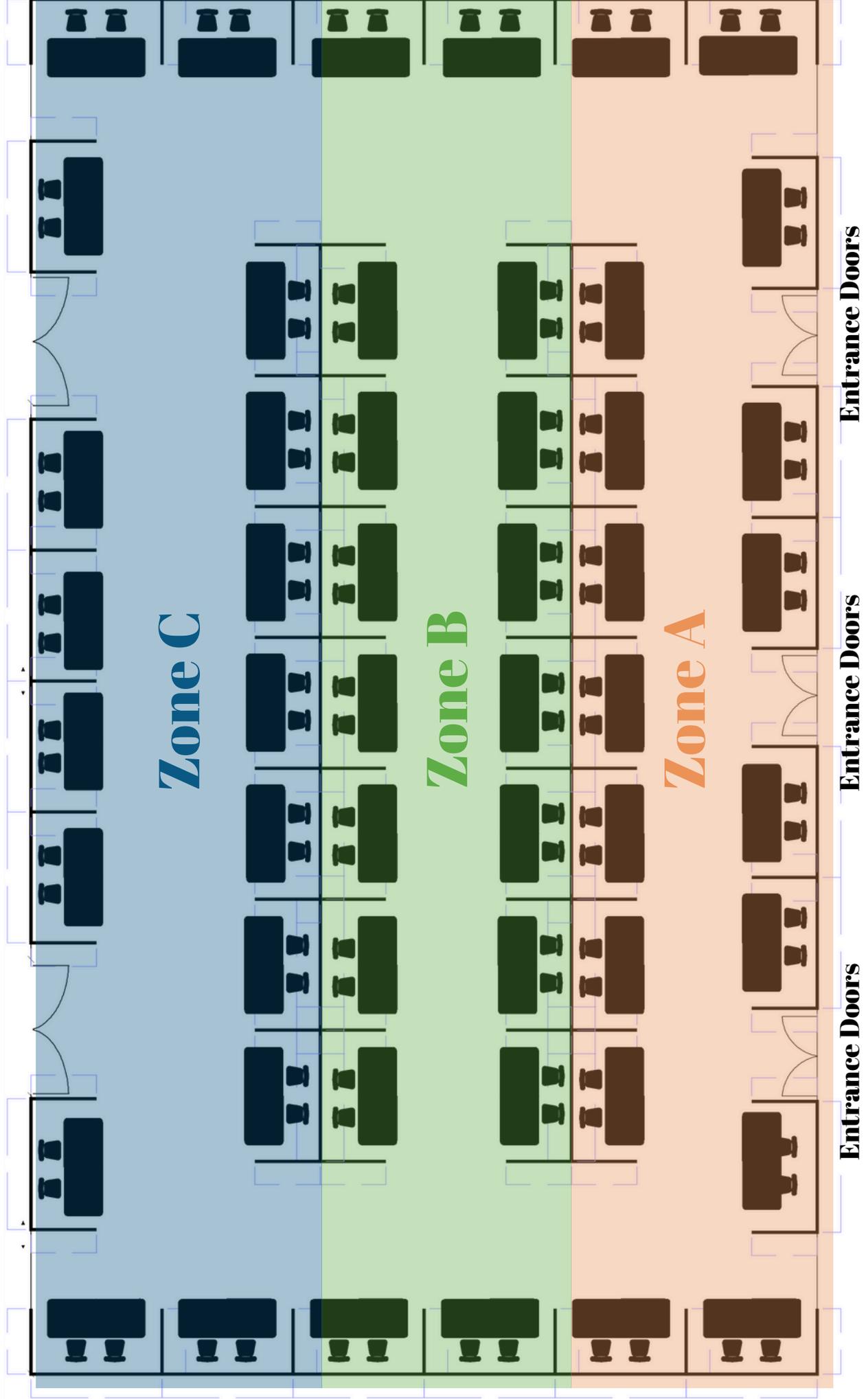
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Business \_\_\_\_\_ Contact \_\_\_\_\_

Please send all forms to Bob Nolet.  
Bob@plymouthchamber.com

# Plymouth Area Chamber of Commerce Business Expo



**Zone C**

**Zone B**

**Zone A**

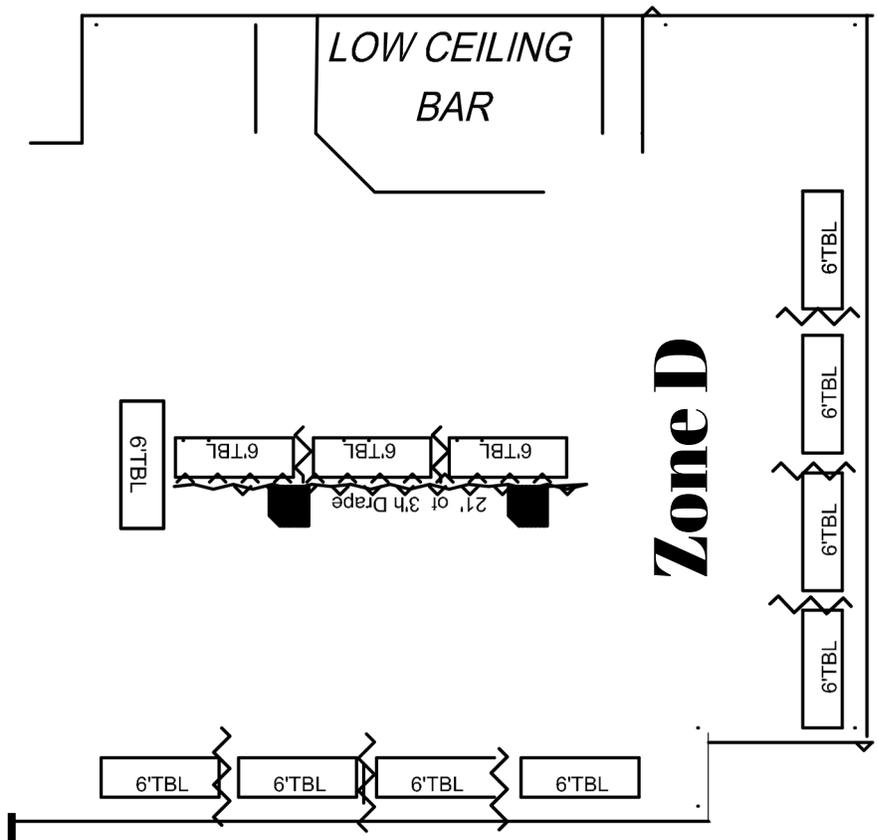
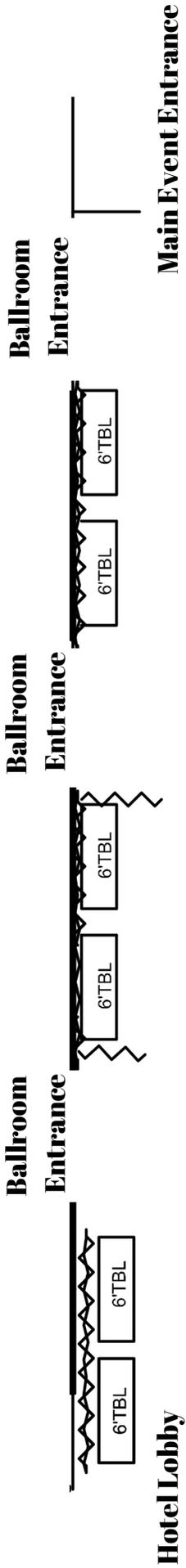
**Zone A - \$475**  
**Zone B - \$400**  
**Zone C - \$350**

Booths include 8' high back wall &  
3' side drape; 1 skirted 6' table;  
2 chairs; 1 wastebasket

**Zone D (Reception Area) - \$275**

Tables include: 1 skirted 6' table;  
1 chairs; 1 wastebasket

Entrance Doors      Entrance Doors      Entrance Doors      Entrance Doors



**Zone D (Reception Area) - \$275**

Tables include: 1 skirted 6' table;  
1 chairs; 1 wastebasket