



Business Expo 2024 – Exhibitor Information

Celebrate Plover will be held on Friday, July 26 and Saturday, July 27. Celebrate Plover is an annual family event at the beautifully renovated Lake Pacawa Park in Plover. Friday evening's activities include a 5K run/walk, musical entertainment, a car show, and more. Saturday's activities include Taste of Plover, Business Expo, Fire Department water fights, musical entertainment, FREE youth activities, and Wisconsin's best-choreographed fireworks show.

You are invited to be an exhibitor in ***Celebrate Plover's Business Expo***. A significant part of Celebrate Plover is allowing our community to meet and learn about area businesses and their products and services. As an exhibitor, you are encouraged to showcase your business, meet and greet current and future customers, distribute free samples (no sales are allowed), and share informative literature. Many businesses include a fun activity or prize drawing at their booth to attract visitors.

The **Business Expo** will be held on ***Saturday, July 27, 2024***, from ***9:00 am to 5:00 pm***, with businesses having the option to stay later.

To register, please **thoroughly read and complete the attached Details and Exhibitor Contract**. Please return by June 30. ***New this year: online payment is available – see details at the bottom of the application.***

All proceeds from Celebrate Plover are used to offset future event costs and park renovations for this fun-filled, family-oriented community event.

Thank you for your commitment to our Plover community and surrounding area.

Questions: Contact Jocelyn Donahue-Renfert
phone/text: (715) 498-0353 or email: donahuejocelyn@gmail.com

Business Expo 2024 – Details and Exhibitor Contract

All exhibitors are subject to the following rules set forth by Celebrate Plover (CP).

- Location:** 1831 Maple Dr, Plover - Lake Pacawa Park, Plover, WI
- Date & Hours:** Saturday, July 27, 2024. 9:00 am to 5:00 pm. You may start earlier and stay later. **Early teardowns are not permitted.**
- Set Up:** Saturday, July 27 beginning at 6:30 am. **No vehicle traffic will be allowed in the park after 8 am Saturday.**
- To help us keep the aisles clear, please unload your vehicle and drive to the parking area, then come back to set up. **Do NOT leave vehicle(s) blocking the aisle while setting up your booth.**
- Exhibit Details:** Booth spaces are 12' x 12' grass surface. No electricity is available. CP will attempt to honor exhibitor requests but reserves the right to assign the best space should choice not be available. The park layout is subject to change without notice. Exhibitors may supply their own canopy/tent, tables, chairs, etc. Any canopy/tent should be secured with weights—**no staking will be allowed.** Refrigerated/freezer trailer available for storage if necessary. Wifi available. Spaces will be identified by numbered spray paint.
- Display:** The following items are prohibited: weapons, firearms, explosives, other dangerous items, alcohol, tobacco, drugs, drug paraphernalia, hate items, illegal items, pornography/mature content, and items that promote/ support/glorify violence.
- Payment:** The cost per booth space is \$75 or \$40 for non-profits. Payment in full **must** accompany the application. There will be no refunds for cancellations less than one week before the event. **Make checks payable to Celebrate Plover Foundation.** Mail to: **Celebrate Plover Foundation, PO Box 37, Plover, WI 54467.** All returned or NSF checks are subject to a \$35 processing fee. If CP cancels the event, monies will be refunded.
- Booth Care:** Exhibitors shall surrender the space in the same condition as given. Trash, boxes, packaging waste, etc. should be deposited in the trash bins located throughout the park. For larger items, dumpsters are available.
- Teardown:** **Early teardowns are not permitted.** The Business Expo closes at 5:00 pm on Saturday, exhibitors may stay later. Items should be ready to load prior to bringing vehicle(s) to the booth space.
- No Pets:** **Pets are NOT allowed in the park.**
- Parking:** Limited parking in the vendor lot will be available on a first-come, first-serve basis. Once full, vendors may park in general parking lots. Limited trailer parking will be available. Wheeled conveyances are recommended.
- Advertising:** The event will be advertised in local print media, radio, flyers, and social media.
- Insurance:** Neither CP, nor its sponsors or representatives, will be responsible for any injury, loss, or damage that may occur to the exhibitor or property from any cause whatsoever, prior to, during, or subsequent to the period covered by the exhibit contract. Exhibitor signing the contract expressly releases CP from any and all claims and all loss, damage, or injury whatsoever. Exhibitors are advised to carry insurance for loss and public liability. Exhibitor is charged with knowledge of all applicable local laws, ordinances, and regulations.



Business Expo 2024 – Details and Exhibitor Contract

Business Name: _____

Contact Person: _____

Phone #: (_____) _____ - _____

Contact Day of Event: _____

Mobile Phone # day of event: (_____) _____ - _____

Contact Person e-mail: _____

Business Address: _____

Business Focus: _____

Number of Booths @ \$75* each: _____ **Total Due: \$** _____

**Not-for-profit – booth space is \$40*

Signature: _____ **Date:** _____

Payment and Application Submittal – online/e-mail preferred (check one)

Online (preferred) _____

Send application to:

donahuejocelyn@gmail.com

Online invoice link will be sent

Mail _____

(check or money order; online available) (check, money order, cash)

Celebrate Plover Foundation, Inc. Village of Plover

Attn: Business Expo

PO Box 37

Plover, WI 54467

In Person _____

(check, money order, cash)

Village of Plover

2400 Post Road

Plover, WI 54467