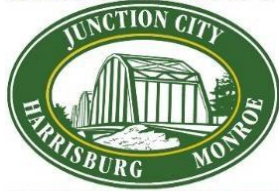


TRI-COUNTY



CHAMBER of COMMERCE

Taste of Tri-County Business Expo

Wednesday, July 17, 2024

3:00 PM – 7:00 PM

Businesses and organizations in Junction City, Harrisburg, and Monroe and all Chamber Members! Showcase your business product or services and participate in the **Taste of Tri-County Business Expo** which will be in JUNCTION CITY this year on **Wednesday, July 17th, 3:00 PM to 7:00 PM.**

Market your business, improve your business skills, meet new customers and other business leaders, and have fun while doing it! Business resources, **educational seminars**, and other resources will also be present. Have job openings? You are welcome to hand out your applications and job descriptions.

Exhibitor booths are a FREE benefit to our Chamber members! Just fill out the attached application and return it to the Chamber by **1:00 PM Monday, July 15th**. For non-members, there is a \$50 fee to have a space at the expo that you can apply to a first-year Chamber membership if you join within 12 months! Each business is asked to donate a door prize or an item to add to our door prize basket. Be sure to attach your business card for additional advertising or participate in a best-decorated booth contest.

Wineries, breweries, distilleries, restaurants, and food trucks are also welcome and will be spread throughout the event! **There is no charge for food or drink vendors**, but space is limited. Charge for a taste, sell your normal menu or by the 'glass' or bottle, or both. We will provide alcohol. We also pay the OLCC fee once we receive your completed form found at www.tri-countychamber.com/expo_sewapp.

Businesses located within a short walk of the business expo can participate in the "Event Passport" noted below, regardless if your business has a booth. We will encourage attendees to visit local businesses.

We will promote Exhibitors and participating businesses before, during, and after the event!

- Attendees will get a reusable grocery bag (we can distribute yours too) – **Get us your swag, promotional items, or coupons by 1:00 PM Monday, July 15th** if you would like us to put them in the bags to further advertise your business. This is available regardless if you have a booth.
- Attendees will receive an "Event Passport". If they collect a stamp or initials at each expo booth, they are entered to win one of several prizes! They will receive an additional entry if stop by one of our nearby Chamber member businesses in addition to those at the expo.
- Exhibitors and sponsors will be advertised in our event ads, flyers, and thank you ads.
- There will be a bulletin area where you can display brochures or business cards.

We hope you will join us! Whether you are an exhibitor or just attending on July 17th, it will be a fabulous time! Please contact me at info@tri-countychamber.com or 541-998-6154 for information.

Rhonda J. Giles

Rhonda Giles, Executive Director

Committee: Chairman Michele Eldridge (City of Harrisburg), Dan Sheets (City of Monroe), Shaun Davis (Davis Cabinets), Owen Foust (Smok'n Gingers BBQ), David Grossnicklaus (Pacific Hometown Insurance), Dave Zech (State Farm), Jamie Hooper (Jamie Hooper Photographer), Rhonda Giles (Tri-County Chamber)

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tri-countychamber.com • facebook.com/tricountychamberoregon • instagram.com/tricounty_chamber

Taste of Tri-County Business Expo

3:00 pm – 7:00 pm on Wednesday, July 17th in downtown Junction City
For businesses and organizations located in Harrisburg, Junction City, or Monroe

2024 Exhibitor Rules and Information

1. **SET-UP:** Watch for signs on where to unload anytime from 12:00 pm to 2:00 pm. The public will start arriving by 2:45 pm; all vehicles must be moved to a side street or public parking lot before then. **If you won't be at the business expo but are located nearby and want to be part of the event passport, contact us for a sign to put in your window.**
2. **PARKING:** After you have unloaded your vehicle it must be moved out of the exhibitor area. We want to leave plenty of room for your customers! Parking is available on side streets and the City public parking lot.
3. **YOUR BOOTH SPACE:** Look for your logo to find your booth location or ask at the Chamber booth.
 - **Space:** 10'x10' space in an outdoor setting. A booth sign with your name or logo is included with your registration. For Chamber Members, we'll also have your table marked with a Chamber plaque (return after the event). **Please bring your own table, chair, or pop-up shade if needed. Limited tables for loan (advance notice).**
 - **Electric:** If you need electricity and there is no way to safely have a space without it, please contact the Chamber right away and let us know. Access is limited and on first come first serve request basis.
 - **Advertising:** You can put a sign on your booth or on a stand-alone sign behind your booth. **We encourage you to provide coupons, promotional items, or swag to put in bags we are giving to attendees.**
 - **Safety:** This is an outdoor setting with some paved and gravel areas that may have cracks. Please avoid narrow heels or spiky types of footwear. Feel free to bring rubber mats or something for a cushion. The Chamber is unable to supply medication or any treatment, but we do have bandaids available for minor cuts. For medical emergencies, please call 911. The Junction City Fire Department is nearby.
4. **BANNERS/SIGNS:** You may hang banners in your space if you bring something to hang them from.
5. **RETAIL SALES ARE ENCOURAGED!** If you have something to sell, you are welcome to sell it! People will take home the product **and** remember you and your business for future shopping needs.
6. **CLEAN-UP During Event:** Please clean up spills in the vicinity of your booth and help us watch for them throughout the event. We have a clean team operating during the event, but they may miss something.
7. **BUSINESS CLASSES:** This is a Business Expo, as well as a fun event for people to come to. Please take advantage of Oregon RAIN (Rural Accelerator & Innovation Network) when they hold classes or come by your booth. Also, there will be a lot of businesses you can visit to find out what they have to offer.
8. **JOB OPENINGS:** Although this is not a job fair, people may stop by hoping to find a lead on a job. Feel free to bring information about any job openings you may have and employment applications.
9. **RESTROOMS:** Restroom locations will be posted on the map at the event, as well as on signs.
10. **SWAG & RAFFLE PRIZES:** The Chamber is giving away door prizes. We ask for an item to go into the drawing(s) from each business attendee. Attach your business card or flyer for additional advertising. If you wish, you may conduct your own raffle in your space. We can also put your swag in bags we are handing out.
11. **TEAR-DOWN:** Please do not tear down tables or remove items before 7:00 pm. Let's make it a good event by ensuring attendees have access to all booths until we close! Please be mindful of each other at closing time.
12. **EMERGENCY: THANK YOU!** We hope you enjoy the event and will join us again next year, which will be in Harrisburg. We rotate the event between our three communities annually. If you have any questions, please contact Rhonda Giles at 541.998.6154 or Michele Eldridge at 541.995.2200.



REGISTRATION FORM

Taste of Tri-County Business Expo

Wednesday, July 17, 2024

3:00 PM – 7:00 PM

Downtown Along Greenwood and 5th Streets in Junction City

- Registration is now open
- The deadline to reserve exhibit space is 1:00 PM Monday, July 15th
- Vendor packets will be emailed to you prior to the event
- Prize for the best-decorated business booth

Spaces will fill up fast. Return this completed form today to secure your space.

BUSINESS / ORGANIZATION NAME: _____

CONTACT NAME: _____ TITLE: _____

ADDRESS: _____

PHONE: _____ E-MAIL: _____

Signature: _____ Date: _____

SPACE: ☐ 10'x10' space and table sign with your logo are included with booth space (free to members; \$50 others).

☐ I have my own table & chair. ☐ I need a table & chair (limited quantity available; reserve in advance).

If needed, bring your own pop-up shade. The Chamber does not have access to shades to loan.

☐ I will remain at my business location but would like to be listed in Event Passport (free - no fee).

FEE: ☐ Chamber Member - **Free** to Chamber Members! Plus, special recognition!

☐ Non-member Business - \$50 for booth at expo (*can apply towards your first-year dues within 12 months*).

☐ Check Enclosed \$ _____ ☐ Credit Card at <https://tri-county-chamber.square.site>

RAFFLE: I will donate a ☐ basket or ☐ item to put in the Chamber's raffle basket.

NOTE: Raffles are allowed at your own booth also.

RETURN THIS FORM: Tri-County Chamber of Commerce, 355 W 6th Ave, Junction City, OR 97448
Or, via email to info@tri-countychamber.com

QUESTIONS: Contact the Chamber at 541-998-6154 or director@tri-countychamber.com for more information!

Learn how to start your own business or expand your current one! **Visit** other business leaders.

Resources by Oregon RAIN—the Rural Accelerator and Innovation Network. Ask how they can help.

Talk to community banks and lenders to learn what it takes to open a door to your own business!

Get to know area businesses and the services they offer! **Enjoy** wine, other drinks, food, and live music!

Free entry. Prize drawings. Food and drink for purchase. Bring the kids for Touch-a-Truck.