



***“Breaking the Chains Festival” Exhibitor Registration Form***  
***Saturday January 25, 2020***

As an exhibitor for this event, you will be provided with one (1) six foot table and (2) chairs. Please complete the form and email it to [shondra@forgottenchildreninc.org](mailto:shondra@forgottenchildreninc.org) by **JANUARY 15, 2020**. If you have any questions please contact Shondra Barrett at (562) 537-6270.

**EXHIBITOR TABLE RESPONSIBILITIES**

All Exhibitors are responsible for bringing all equipment (display cases, table-top signage, racks, shelves, etc.)

**PLEASE NOTE: Signage will not be permitted to block the view or space of another Exhibitor table**

All Exhibitor tables must be completely set-up by 9:00 am. Failure to appear one hour (by 9:00am) before the official start of the event may result in forfeiture of your space.

Exhibitors can expect a minimum attendance of 300 people at the event. Please bring brochures and other handouts for the community.

Load-in time of your merchandise is between 8:00 am – 9:00 am and you must load-in during this time. We must reiterate materials on your Exhibitor table must be set and ready to go by 9:00 am.

***Breaking the Chains Event Committee*** and its members are not responsible for your **Exhibitor** table belongings and will not supervise your booth in your absence.

Exhibitors may bring their own tent, dolly or cart if needed. Please note, we will **NOT** provide dollies or carts.

**Organization Name:** \_\_\_\_\_

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

**Contact Person(s):** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**We are requesting that all exhibitors provide (1) raffle to be given away during the festival.**

Exhibitor spaces will be assigned at the organizer’s discretion. ***Reservation of space will require a complete application.***

For more information, please contact us at [shondra@forgottenchildreninc.org](mailto:shondra@forgottenchildreninc.org) or (562) 537-6270.