

Business Women's Expo

Sponsor Table Registration

Saturday, September 23, 2023, 10 a.m.-2 p.m. at OzSBI
Vendor Setup: 3-6 p.m. on Friday, September 22, 2023

Business: _____

Your Name: _____

Phone(s): _____

Email(s): _____

Address: _____

**Preferred way
to contact me:** _____

Table staff: _____

**Optional Door
Prize donation
(check):**

I will provide a door prize to be given away at the expo.

(Please describe door prize): _____

Table Description/Special needs: Please list how you plan to setup table(s), items you will have for sale, any possible needs such as power access, etc.

As an expo vendor, I understand:

- As an expo sponsor at the \$250 level, my vendor table cost is included with my sponsorship. My form and payment must be returned to OzSBI staff by **Monday, September 1, 2023.**
- All tables will be provided by OzSBI. I cannot bring my own vendor table to use.
- My table must be staffed by at least one person on the day of the expo.
- I am responsible for reading communication with OzSBI staff (via phone, email or The Amelia Network's Facebook group) pertaining to vendor setup.
- I will set up my vendor area on Friday, September 22, 2023, between 3-6 p.m. I will notify OzSBI staff if I need to make other setup arrangements.
- OzSBI is not responsible for potential damage or loss to vendor property while on OzSBI's grounds.

Signature: _____

Thank you for your participation! Please contact Madison at madisonsutterfield@ozsbi.com at OzSBI with any questions.

Ozarks Small Business Incubator (OzsBI) | 408 Washington Ave. West Plains, MO 65775 | Phone: 417-256-9724



The Amelia Network
WOMEN SOARING TO GREAT HEIGHTS



OzsBI