Exhibitor/Mobile Retail & Food Truck Info

Keep On Truckin' 2017

5th[h] Annual VSEDC Mobile Retail & Food Truck Expo
And New this Year…
The Mobile Marketplace

We are excited to announce the date for the Vermont Slauson Economic Development Corporation (VSEDC) 5th[h] Annual VSEDC Mobile Retail & Food Truck Expo, Saturday September 23rd. The event will be held once again at the Los Angeles Trade and Technical College 400 W. Washington Blvd., Los Angeles, California 90015 from 8:30am to 3:00pm in the South Quad/South Tent @23rd Street and Grand.

We are excited to announce that we have expanded the Expo to include more Mobile businesses and this year will promote to the public our first Mobile Marketplace. A unique gathering of excellent food, service, fashion and cultural offerings from fine Mobile businesses throughout South Los Angeles in one place on the same day! This addition is important for our potential and existing Mobile business owners to experience as they formulate their own plans for a Mobile enterprise.

Whether you have been with us in the past or are considering joining us for the first time, you don't want to miss this great event. As in the past members of our VSEDC Partners associations may exhibit for free (1 booth, Truck or cart if registered by August 31st). Immediate past year exhibitors may exhibit at the discounted rate of $150.00. All others the rate is $250.00. Reciprocities include:

- (1) 8 x 8 area with table and cloth
- Up to (2) badges for your Team
- Option to include promotional items in the Expo attendee bag
- Company listing in Event Program (Due by September 11)
- Exhibitor listing on the VSEDC website

We hosted more than 500 registrants for the business seminars (based on 2016 attendance) and expect and larger group this year.

Please complete the enclosed form or go online to vsedc.org register by Thursday, August 31, 2017.

There is no other event of this type and we hope you will join on Saturday, September 23, 2017!
Regards,

Lura Daniels-Ball
VSEDC Event Manager

5th ANNUAL MOBILE RETAIL & FOOD TRUCK EXPO & MOBILE MARKETPLACE

KEEP ON TRUCKIN'

Saturday, September 23, 2017 | 8:30am to 3:00pm

Los Angeles Technical Trade College (LATTC) Los Angeles Trade Technical College

400 W. Washington Blvd, Los Angeles, CA 90015 l South Quad -- South Tent (at 23rd and Grand)

EXHIBITOR/SPEAKER REGISTRATION FORM

Date:			
EXHIBITOR/SPEAKER INFORMATION			
Exhibitor Contact Last Name:	First:	Middle:	Business Title:
Company:			
Address:			
City:	State:		Zip:
Office Phone:	Cell Phone:		Fax:
I am a:	☐ **Speaker** ☐ **Exhibitor** ☐ **Truck (Food Type _____)** ☐ **Truck (Retail Type Product_____)**		
ADDITIONAL EXHIBITOR/SPEAKER INFORMATION			
(Please tell about your Exhibit needs)			
# of Persons in the booth/Truck:	List Names (***please print***):		
Do you need power?	☐Yes ☐No (charge may	Will you have signs for your space?	☐Yes ☐No (List type)
If you are speaking, will you have a PowerPoint presentation or video?	☐Yes ☐No	We will try to accommodate you.	
Please describe what you will exhibit (list any handouts for attendees 500 qty):			
Brief Company Description. **Please print or type.** (100 Words or less include website, contact phone and email):			

EXPO INFORMATION

- The Expo begins and Marketplace begins at 11am. Vehicle move in must take place between **6:30 and 8:30 am. Walk-on move-in by 10:00am.**
- Exhibitors must check-in to receive badges at the Registration table upon arrival. Two badges per registration. There may be a charge for more.
- Exhibitors may also, grab a snack, water and/or coffee thru out the event at the hospitality booth. Show badge for access.
- An 8ft table with a white cloth will be provided for Exhibitors in the Expo area.
- Two chairs will be provided for Exhibitors in Expo area
- Parking is limited. Instruction will be sent closer to the event date along with a floor plan.

Please fax this form to:

Attention Expo – 323.753.6710 or Email to: Lball@vsedc.org

For questions please contact: Lura Ball, Event Manager

323.753.2335 – Cell: 213.400.3489

_____**Date Approved**

EXHIBITOR INFORMATION/TERMS & PAYMENT FORM

TERMS:
The Exhibitor agrees that their display or Truck station will be not dismantled or removed during the entire show and will remain intact until the closing time as specified.

EVENT DATE: Saturday, September 23, 2017 8:30 AM to 3:00 PM

Please be advised that we expect the booths to remain open throughout the show times. It is recommended that you have two people attend to cover each other for health breaks. Please do not leave your booth unattended. If you are here alone and require someone to give you a health break please advise organizers at registration table.

DEADLINE TO REGISTER: August 31, 2017

MOVE IN:
Friday August 12 - 2:00 PM to 6:00 PM (no overnight security)

MOVE OUT:
Saturday – 3:00 PM to 4:00 PM

FACILITY FOR THE EVENT
The event will be held at the Los Angeles Trade Technical College

UNLOADING AND LOADING
Directions for loading will be sent with Exhibitor confirmation.

PARKING:
Parking is limited and instructions will be sent with Exhibitor confirmation.

REFRESHMENTS
Complimentary coffee and snacks will be made available to the exhibitors. You must use your badge to access.

REGISTRATION CANCELLATION Policy: Must cancel in writing **by Tuesday, September 5, 2017** to be eligible for a refund on the registration fee. Cancellation must be sent to **lball@vsedc.org**.

COST AND SPACE:
General Registration: Cost $250.00 Due by August 31, 2017
Immediate Past Year Exhibitor Registration: Cost$150.00 by August 31, 2017
Partner Association Member Registrations: Complimentary by August 31, 2017
(Each Expo Exhibitor space will include an 8ft table with two chairs and table cloth excludes Mobile Vehicles)

Type of Registration	Quantity	Amount	Total
		Total Due:	

PAYMENT OPTIONS: ☐ Check Payment – Fax the two signed forms: Mail Exhibitor Information and Terms form and the Registration form Attn: Lura Ball, VSEDC 1130 W. Slauson Ave., Los Angeles, CA 90044
Note: You may fax your forms to ***323.753.6710*** *and indicate that you h****ave mailed your check***

Company Name_____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____ **Check#**_____ **Amount**_____

By signing this contract, we agree to all the terms and conditions listed on the following Exhibitors Information and Terms form. We further confirm that we have all of the correct insurance, business licenses and permits necessary to operate this type business in The city of Los Angeles.

Print Name _____ Signature: _____Date: _____

Special Request/Notes:_____

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_____**Date Approved**