



## 2009 Community Business Expo FAQS – FREQUENTLY ASKED QUESTIONS

**Q: Where is the Expo located?**

A: Orlando Gardens Banquet Center, 8352 Watson Road.

**Q: What are the hours of the Expo?**

A: 4 – 7:30 pm, November 5, 2009

**Q: What are the prices of a booth?**

A: \$175 non-profit, \$200 member, \$250 non-member

**Q: How can I register to have a booth in the Expo?**

A: Print a registration form and e-mail it to [chamberinfo@go-webster.com](mailto:chamberinfo@go-webster.com), or fax it to 314-962-9348

**Q: When do I have to be registered for the show in order to be in the Expo program?**

A: August 20<sup>th</sup>

**Q: What types of Credit Cards do you accept?**

A: Visa and MasterCard

**Q: Do you accept checks?**

A: Yes

**Q: How do I become a sponsor of the event?**

A: Contact Diane Lambolely at 314-962-4142

**Q: What are the benefits of being a Major Sponsor?**

A: Preferred booth space, prominent placement of your business name on all posters and in Webster / Kirkwood Times advertising, business name highlighted in our newsletter and on our website

**Q: What is included with my booth fee?**

A: One 8 foot table with tablecloth, skirting & two chairs, and wireless internet access. Electric available for a fee of \$25

**Q: When is full payment due for booth registration?**

A: Full payment is due by October 22 or with registration prior to September 4 to receive the early bird discount

**Q: What is the last day for booth refunds?**

A: There are no refunds after October 15

**Q: When can we tear down after the Expo?**

A: The booths must remain up until the show ends at 7:30 pm. ALL items must be out of the Banquet Center by 9 pm of November 5

**Q: About how many people attend the Expo each year?**

A: Approximately 400