

**Howell Business Expo & Job Fair 2021**  
**Wednesday, November 10, 2021– 4:00pm – 8:00pm**  
**4075 Route 9 North, Howell, Aldrich Plaza**  
**(former Bed, Bath & Beyond store)**



**Sponsor / Vendor Application**

**Sponsors**

- Included in print, press releases, social media, postings, signage at event, if payment received in time
- Vendor space with preferred location; vendors bring their own table (maximum 8 ft.) and chairs
- Listed on Expo page on website
- Participation in swag bags (please submit up to 150 items no later than Wed., 10/27/21)
- 4 email blasts to members in 2022
- **Sponsorship: \$500 (members only)**

**Vendors**

- Set-up time – 12noon - 3:00pm; no breakdowns until 8:00pm
- Vendors bring their own table (maximum 8 ft.) and chairs
- Participation in swag bags (please submit up to 150 items no later than Wed., 10/27/21)
- No table sharing; electricity not guaranteed
- Vendors are encouraged to hold a give-away
- Vendors will unload their vehicle in front of the store, **then MUST move their vehicle AWAY from the front of the store.** This will allow guests/shoppers to park in front and not block spots.
- **Vendors:**
  - **Members \$95**
  - **Non-members \$125**
  - **Non-members with Membership Option \$300** (includes membership through December 31, 2022, new member \$25 fee waived)
  - **Food Members – no charge** (must bring sufficient, pre-cooked food, utensils, plates, napkins for the four hours. Food vendors are responsible for contacting Howell Township/Monmouth County to meet regulations in food preparation/handling/licensing. Township license fee is waived.)

**Date:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

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

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

**LET US KNOW IF YOU WILL DO A DEMO, PRODUCTS/SERVICES YOU ARE SELLING, IF YOU WILL HAVE GIVEAWAYS, FOOD YOU'RE SHOWCASING, OR INFO YOU WILL BE SHARING SO WE CAN DO A SHOUT OUT ON SOCIAL MEDIA (see vendor instructions). Please email your info to [linda@littlehat.marketing](mailto:linda@littlehat.marketing) who will post it.**

**Member:**     Yes     No     **Yes, I will participate in the Job Fair**

**Sponsorship \$500 (Members Only)**

**Vendor (Member) \$95**

**Food Vendor (Members only) No Charge**

**Vendor (Non-Member) \$125**

**Vendor (Non-Member JOIN NOW!) \$270**

**Payment:**     Check Enclosed

Please email an invoice to pay by charge card via PayPal  
(a PayPal account is not required to make payment)

**You may also complete the application and pay on-line at [howellchamber.com](http://howellchamber.com)**

**FIRST COME – FIRST PAID**

**No refunds. If the event is cancelled due to COVID, you will receive credit towards the Expo/Job Fair which would be rescheduled, projected to be held in early 2022.**

P.O. Box 196, Howell, NJ 07731-0196, 732-363-4114, [info@howellchamber.com](mailto:info@howellchamber.com)