

# 2015 Billings Chamber Annual Meeting

In 1993 the Greater Oklahoma City Chamber of Commerce along with City Officials worked together to find the answer on how to fund a common problem across the country: Infrastructure.

Their collaboration turned into a pioneering effort, being the first city to take a capital improvement plan to the voters. MAPS (Metropolitan Area Projects) was approved in 1993.

Twenty-two years after the initial inception, three voter approved extension have occurred and nine projects have been funded.



## Keynote Speakers



**Oklahoma City Chamber of Commerce President and CEO**  
**Roy H. Williams**

Chamber leaders in 1889 dreamed of creating a city from a tent-community and made their dreams come true through hard work and dedication. Today, the pioneering spirit of the early day leaders can still be seen in the Chamber's leadership. From the beginning the Chamber's commitment to futuristic thinking partnered by their mission has aligned with the city's vision to be part of the greatest development plan for Oklahoma City since the Land Run of 1889 – this is the continual support and strategic planning of the Metropolitan Area Projects plan.



**Oklahoma City Mayor**  
**Mick Cornett**

Mick Cornett became Oklahoma City's 35th mayor on March 2, 2004. Mayor Cornett has been at the forefront of Oklahoma City's current renaissance. Under Cornett's leadership, the city has seen the final completion of MAPS 1, the implementation of MAPS for Kids, and the passage and implementation of MAPS 3. He is the first mayor in the City's history to be elected to a fourth term and is currently the second-longest serving mayor among the 50 largest cities in America.

**September 16<sup>th</sup>**  
**Holiday Inn Grand**  
**Montana Convention**  
**Center**

**Annual Meeting and**  
**Lunch 12-1:30 PM**

**Breakout Sessions**  
**and Expo 11-3:00 PM**

**Chamber Celebration**  
**5-7 PM**

# Booth Sponsorship

## BOOTH SPACE

Each booth reservation receives one (1) 6-foot table and two (2) chairs for the registration fee. There is Wi-Fi available throughout the convention center at no charge. Booth registration fees vary depending on location selected, and the fee is due at the time of the contract to guarantee space. Booths will be assigned in the order the contract is received and are based on availability. You may select the pricing area you wish your booth to be placed in, but are not guaranteed your first choice as all spaces are first come, first served. If your business is non-profit, you will receive a \$100 discount off the standard fee.

### Please select your booth preference.

Booths are 10x10. Double-Booths are 10x20.

\_\_\_ \$275 Standard Booth \_\_\_ \$450 Double Booth

\_\_\_ \$600 Premier Booth

Premier booths include listing as event sponsor (text) in Annual Meeting & Expo program, from event emcee, slide show and Chamber website, Annual Meeting & Business Expo page.

\_\_\_ Please check if your organization is a non-profit and eligible for the \$100 discount

Electrical Needed (\$25 charge): \_\_\_ YES \_\_\_ NO

\_\_\_ Please remove table, I have a full length display

I would like to purchase \_\_\_ number of general admission tickets to the Annual Meeting Luncheon (\$25/each).

## Transferred Costs

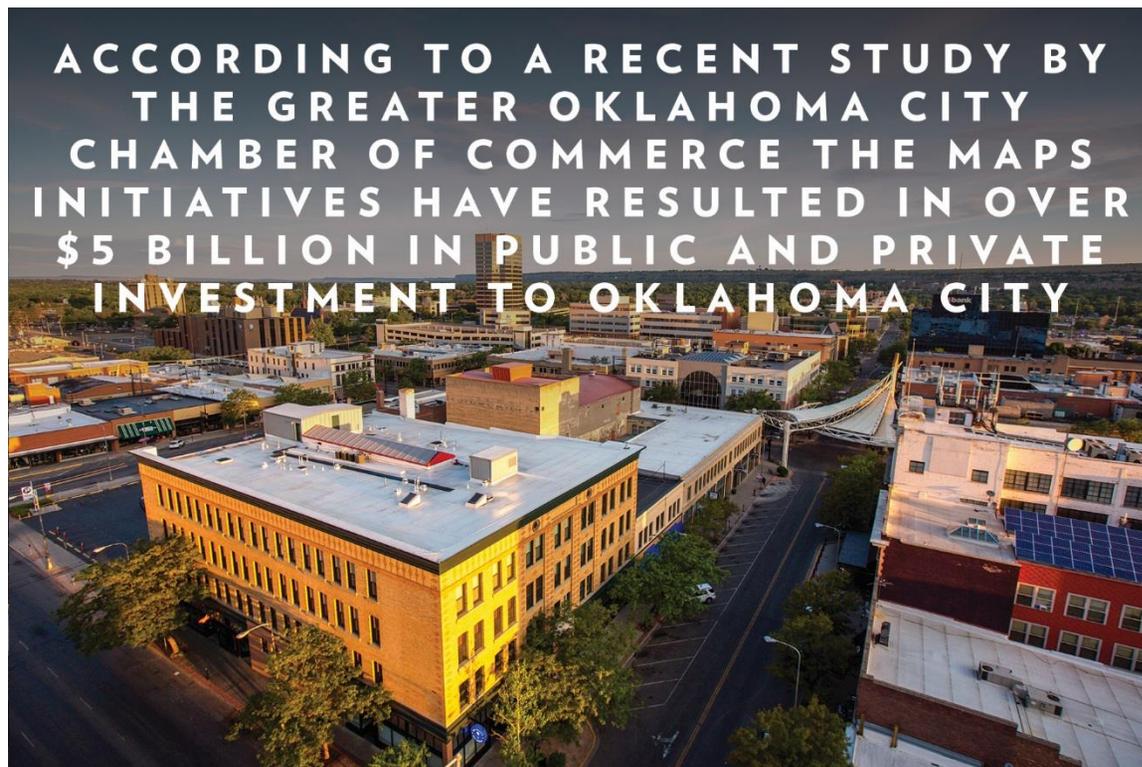
\_\_\_ Booth Fee

\_\_\_ -\$100 Non-Profit Discount (if applicable)

\_\_\_ Electricity

\_\_\_ Annual Meeting Luncheon Tickets

\$ \_\_\_ Grand Total



## PAYMENT TYPE

\_\_\_ INVOICE

\_\_\_ CHECK

\_\_\_ CREDIT CARD

(circle one) Visa MC AMEX Disc

Card # \_\_\_\_\_

Ex. \_\_\_\_\_ Sec. Code \_\_\_\_\_

Email for receipt \_\_\_\_\_

# 2015 Billings Chamber Annual Meeting

## COMPANY DESCRIPTION

A brochure listing and description of each booth participant will be provided to each attendee of the Expo. This is your opportunity to provide a description of your company and give attendees incentive to visit your booth. Descriptions are limited to 60 words. Please submit your company description with your contract. Descriptions must be typed on a separate sheet of paper and attached. Deadline for inclusion in the Expo program is August 29, 2015.

## CONTRACT

Please sign on page four (4) after reading this contract in its entirety. No contract will be processed without a signature. The individual signing this contract represents that he or she has read this contract in its entirety, is authorized by the represented company to execute this contract and will comply with the terms of this agreement.

## LOCATION OF BOOTHS AND SHOW HOURS

Booths will be assigned on a first come, first served basis. Upon receiving your contract, you will be assigned the best booth available in the area you chose. The Chamber Business Expo will be held at the Holiday Inn Grand Montana Convention Center on Wednesday, September 16th from 10:00 a.m. until 3:00 p.m. The Annual Meeting will take place in the convention center between 11:45 a.m. and 1:30 p.m. Tickets to the Billings Chamber Annual Meeting are not included with your booth purchase and must be purchased separately.

**All exhibits must remain set up and staffed from 10:00 a.m.—3:00p.m with the exception of short breaks and during the Annual Meeting Luncheon. However, it is suggested that you have someone at your booth at all times. Neither the Billings Chamber of Commerce nor the Holiday Inn Grand Montana Convention Center is responsible for your materials and items left at your booth.**

## Optional

**Booths can remain set up for the after event party. This is optional but encouraged as new traffic will be coming through from 5-7.**

## INSTALLATION AND REMOVAL

Exhibitors can begin set up on Wednesday morning, September 16th at 8:00 a.m. NO EXCEPTIONS. Booths must be ready for display no later than 9:45 a.m. on September 16th, 2015. All materials must be removed by 7:00 p.m. on Wednesday, September 16th, 2015. The Billings Chamber of Commerce is not responsible for any belongings left at the Holiday Inn Grand Montana Convention Center.



# 2015 Billings Chamber Annual Meeting



## CANCELLATION

Exhibitor's booth fee will be refunded only if the Business Expo is cancelled by the Billings Chamber for a cause within the Chamber's control. **Exhibitor's booth fee will NOT be refunded under any other circumstances once a signed contract and full payment are received.** The exhibitor is responsible for payment of the total exhibit space rental fee whether the Business Expo is cancelled, delayed, or relocated, in whole or in part, as a result of an act of God or any other cause of any kind whatsoever beyond the Chamber's control.

## CARE OF BUILDING AND EQUIPMENT

Exhibitors and their employees or agents must not injure or deface the walls or floors of the building, the exhibit spaces, or the equipment of the exhibit spaces. The exhibitor is liable to the owner of the property if damage occurs. All materials used in decoration must be fire retardant. Combustible materials or explosives are not permitted. The exhibitor shall also comply with all reasonable requests of officials of the Holiday Inn with respect to the installation, conduct, and disassembly of its exhibits. No items can be nailed to walls.

## SECURITY

The exhibitor is solely and fully responsible for its own exhibit material and should insure its exhibit against loss or damage from any cause whatsoever. All property of an exhibitor is understood to remain in its care, custody, and control in transit to, from, or within the confines of the Holiday Inn Grand Montana Convention Center.

## INSURANCE

The exhibitor shall hold the Billings Chamber of Commerce harmless from any liability for damages to any person or property upon or about the reserved space from any cause whatsoever. The exhibitor may procure, at their own expense and cost, public liability insurance. The Billings Chamber of Commerce will not provide public liability insurance for the exhibitor and assumes no responsibility whatsoever for any property placed in the Expo. The Billings Chamber of Commerce shall not be responsible for, or liable to, any exhibitor for any loss or damage to person or property that may occur while at the Expo. Exhibitor shall be responsible for all injuries and damages to persons or property resulting from the rental and occupation of said space by the exhibitor, and said exhibitor will not hold the Billings Chamber of Commerce responsible for any loss or damage caused through accident or injury of any kind.

---

**Signature *No contract will be processed without signature.***

The individual signing this contract represents that he/she has read this contract in its entirety, is eligible to represent his/her company and will comply with this agreement. **Questions? Call Kate Hagenbuch, Billings Chamber Events Manager: 869-3721 or [kate@billingschamber.com](mailto:kate@billingschamber.com).**