



VENDOR REGISTRATION FORM

Date: Friday, November 14, 2008
Time: 6:00 pm - 9:00 pm
Location: Sea Pines Country Club
Cost: \$50 per table for members

Booth Includes:

- 24" wide by 6' long rectangle table
- white vinyl cover & white linen skirting on the front and sides
- identification signs for establishment & food item(s)–please submit menu by Oct. 31 deadline
- 2 chairs (upon request)
- extensive pre-event publicity

You Must Provide:

- necessary serving & preparation equipment
- serving utensils for guests (forks, plates, napkins, toothpicks, etc.)
- hot plates or sterno heating units
- staff (maximum of 3 per 6' table)

Event Details:

- food should be prepped in advance. If you **need electricity**, please note below
- set-up will be **3:30 pm – 4:45 pm** on event day (go through main entrance - no stairs!!)
- **No deliveries** after 5:15 pm, please!
- props must fit on top of, or directly behind the exhibit table.
- **No posters, signs, menus, etc.** can be placed on Clubhouse walls – please bring easels
- breakdown will be immediately following event
- pre-registered staff only will be allowed admittance without ticket
- prices are not to be charged for food served, however, participants may take orders or reservations at their booths.

Restaurant Name: _____ **NEED ELECTRICITY**

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail: _____ **Phone:** _____ **Fax:** _____

Number of Tables: # _____ **Amount Enclosed: \$** _____

***2007 participants have first choice of table location if registered by Friday, October 17th.**

Pre-registered staff:

Table Number Requested*:

1. _____

1st Choice _____

2. _____

2nd Choice _____

3. _____

3rd Choice _____

Please return this form with registration fee to:
Hilton Head Island-Bluffton Chamber of Commerce
Cathy Havens, Special Events & Programs Manager
P.O. Box 5647, Hilton Head Island, SC 29938
Phone: 843-341-8369 Fax: 785-7110 E-mail: chavens@hiltonheadisland.org