



# EXPO 2015

## SPONSORSHIP GUIDE



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**10' WIDE BOOTHS  
AVAILABLE THIS YEAR!**

**50**   
*Years of Service*  
**Chamber of Commerce**  
Cayman Islands ★ 1965-2015

## Caymanite \$10,000

16' X 16'

Chamber Champion Plaque: Showcased as an Advocate  
Chamber e-blast: Pre-event

Chamber Facebook: Pre/Post event posts

Chamber CayShop Website:

Company logo and link

Enhanced listing in business directory

Chamber bi-weekly e-blast:

2 weeks sponsorship

Company link

Basic electrical (any electrical requirements above and beyond the basic will be at the exhibitor's expense)

Furnishings:

6 6-foot skirted tables 10 chairs

4 Pipe and Drape booths

## Silver Thatch (Premium) \$1,650 16' X 8'

Same inclusions as Silver Thatch (Double) with the exception of Premium placement - End Caps as highlighted on the adjacent map.

## Black Coral (Double) \$1,800 20' X 8'

Chamber CayShop Website: Company name listed

Chamber bi-weekly e-blast: Company link

Furnishings:

2 6-foot skirted tables 4 chairs

2 Pipe and Drape booths

## Black Coral (Single) \$1,000 10' X 8'

Same inclusions as Silver Thatch (Single) with the exception of 10' wide booth

## Silver Thatch (Double) \$1,500 16' X 8'

Same inclusions as Black Coral (Double) with the exception of 8' wide booths

## Silver Thatch (Single) \$900 8' X 8'

Chamber Facebook: Pre/Post event posts

Chamber CayShop Website: Company name listed

Chamber bi-weekly e-blast: Company name listed

Furnishings:

1 6-foot skirted table and 2 chairs

1 Pipe and Drape booth

## ALL SPONSORSHIPS INCLUDE:

- ♦ Multi-media exposure before, during and after the Expo
- ♦ Options to advertise show specials
- ♦ Professionally designed exhibition spaces with some of Cayman's best small businesses
- ♦ Estimated attendance of 4,000 potential customers
- ♦ Special rates on promotional items
- ♦ Business-to-business invitation only networking event

### Expo Hours

Show Hours:

Thursday, 29 October, 5:30 p.m. - 8:00 p.m.

Friday, 30 October, 12:00 p.m. - 6:30 p.m.

Saturday, 31 October, 10:00 a.m. - 4:00 p.m.

Booth Set up:

Wednesday, 28 October, 8:00 a.m. - 6:00 p.m.

Thursday, 29 October, 8:00 a.m. - 4:00 p.m.

Booth breakdown:

Saturday, 31 October, 4:00 p.m. - 7:30 p.m.



*Cayman's largest consumer showcase*

# SPONSORSHIP CONTRACT

## LEVEL OF SPONSORSHIP:

- ☐ Caymanite \$10,000 (limited to 2 companies)
- ☐ Silver Thatch (Premium) \$1,650
- ☐ Black Coral (Double) \$1,800
- ☐ Black Coral (Single) \$1,000
- ☐ Silver Thatch (Double) \$1,500
- ☐ Silver Thatch (Single) \$900

SPACES ARE CONFIRMED ON A FIRST COME FIRST SERVED BASIS. TO CONFIRM YOUR SPACE, CONTACT NICOLA BURKE [MEMBERSHIP@CAYMANCHAMBER.KY](mailto:MEMBERSHIP@CAYMANCHAMBER.KY) OR 743-9129

EXHIBIT LOCATION: Please indicate your preferred booth(s) location.

1st Choice:\_\_\_\_\_ 2nd Choice:\_\_\_\_\_

## EXHIBITOR INFORMATION:

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Industry Sector: \_\_\_\_\_

Phone Number/s: \_\_\_\_\_ Email Address: \_\_\_\_\_

Products/Services to be exhibited: \_\_\_\_\_

What specials will you offer?: \_\_\_\_\_

I am interested in contributing an item toward a grand prize basket for visitors Y\_\_\_\_\_ N\_\_\_\_\_

*DECLARATION: In making this booking, I agree to comply with the Terms & Conditions and the Rules and Regulations as set-out by the Cayman Islands Chamber of Commerce. I acknowledge having read the Terms and Conditions listed within and agree to comply with these regulations.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PAYMENT METHOD: ☐ Cash ☐ Cheque # \_\_\_\_\_ ☐ Online: Butterfield Bank

## FLOOR PLAN



## TERMS & CONDITIONS

**CONTRACT:** This contract, once properly executed by the applicant (Exhibitor) and upon the acceptance by the Cayman Islands Chamber of Commerce (CICC) shall constitute a valid and binding contract. The CICC reserves the right to accept and/or reject any applicant.

### PAYMENT SCHEDULE/CANCELLATION POLICY:

#### STANDARD BOOKING:

Deposit Payment – 50% (non-refundable) deposit and signed contract are due upon booking.

Second Payment – Balance is due by August 29th, 2015. If space is booked after August 29th, 2015 full payment is due upon booking. No refunds after August 29th, 2015.

**SPACE RESERVATIONS:** The CICC shall have sole authority over the selection of booths by the exhibitors. Reservations are based on a first-come, first-serve basis and no reservations may be made until payment in full and a completed contract is accepted by the CICC.

**EXCLUSIONS:** Exhibitors are prohibited from marking or screwing any objects into the walls or floors of the ARC. The use of concrete screws is strictly forbidden. Any damage by the exhibitor to the floor and walls of the ARC, curtains and display booth frames will be charged to the exhibitor accordingly.

Exhibitors are not allowed to sub-let any booth space.

There will be no solicitation or hand outs at the entrance or any public areas within CayShop grounds. You are limited to your booth space.

No raffle tickets. | No soliciting of funds. | Pets are strictly prohibited.

Booths may not exceed 8 feet in height excluding the Caymanite Sponsors' booths.

### CHILDREN ARE NOT ALLOWED AT THE OPENING EVENT OR DURING SET-UP AND BREAK-DOWN TIME.

**EXHIBIT GUIDELINES:** Exhibitor agrees to indemnify and hold the CICC harmless from any liability and damage from any bodily injury, property damage and all liabilities arising from the operation of the exhibit or products sold during Cayshop.

Exhibitors with special booth construction requests must contact the office of the CICC to confirm approval as soon as possible. The CICC will provide booth space which includes pipe & drape, security, and janitorial services throughout the event.

The Chamber will provide a public address system for any announcements that exhibitors wish to make. All notices should be provided to the Chamber in advance.

Exhibitors will be expected to keep sound demonstrations at an acceptable level without causing distraction to other booths.

The CICC reserves the right to remove any exhibit, material, or product considered offensive, disruptive, in poor taste or otherwise inappropriate. Exhibitors shall at all times abide by the laws of the Cayman Islands during CayShop.

**NO EXHIBITOR WILL BE ALLOWED TO REMOVE THEIR DISPLAY BEFORE 4:00 PM ON SATURDAY, FOR THE SAFETY OF ALL OTHER EXHIBITORS AND VISITORS. ALL ITEMS MUST BE REMOVED FROM THE ARC ON SATURDAY, OCTOBER 31 BY 7:30 PM. THE COST FOR DISPOSAL OF ANY UNREMOVED ITEMS WILL BE CHARGED TO THE EXHIBITOR.**

**ADVERTISING:** The CICC is responsible for coordinating all advertising, promotional opportunities (including television and radio appearances and newspaper interviews) , marketing, logistical and administrative functions associated with CayShop. It is agreed that as a Sponsor, your company agrees to participate, if requested, in opportunities mentioned above to promote CayShop.

Every possible care is taken in the production and printing of materials; however if a mistake is made or omission occurs, the CICC will not be held financially responsible.

The CICC reserves the right to reject any advertisement which it feels is not in keeping with our standards. Further, the CICC shall not be held liable for damages if there is a failure to publish an advertisement for any reason.

**FOOD AND ALCOHOL:** Food must be served in non-breakable containers and with disposable cutlery. Beverages must be served in disposable cups. All food can ONLY be served by those with mobile food vendor licenses.

Alcohol should only be sold by persons authorized by the Chamber of Commerce and who have a mobile liquor license from the Department of Liquor Licensing and NOT by persons under the age of 18. NO ALCOHOL should be served to persons under the age of 18. All persons trying to buy alcohol must present a government issued ID.

