

OCTOBER 22
2013

8:30 A.M. - 5:30 P.M.
PINNACLE BANK ARENA
400 Arena Drive



THANKS TO OUR
TITLE SPONSORS



REGISTER BY OCTOBER 4, 2013 at LCOC.COM

EXHIBITOR
REGISTRATION
BOOKLET

Join us on October 22, 2013 at the B2B TRADE SHOW

The Lincoln Chamber of Commerce is proud to host one of the region's largest business to business trade shows.

There is no better place to find new business and new business clients than the 2013 B2B Trade Show. It is the one place where large and small companies can connect with thousands of potential customers in a single day.

Show Details

Tuesday, October 22, 2013

Pinnacle Bank Arena | 400 Arena Drive

- The Chamber anticipates a quick sell-out again this year. Sign up early! Booths and parking passes are reserved on a first paid basis.
- The Chamber will be unable to reserve a booth until payment is received. No exceptions, please.

Included in Booth Fee & Sponsorships:

- One company identification sign
- One skirted table, 2 chairs
- Draped 10' x 10' booth
- 50 complimentary admittance tickets
- One complimentary lunch from Goodcents Deli Fresh Subs
- Exhibitor listing on the Chamber's website and the Lincoln Journal Star tabloid event program insert **(Any information received after October 4, 2013 is not guaranteed publication in the Journal Star Program)**

Exhibitor Services

- **Complimentary Lunch from Goodcents Deli Fresh Subs**
Goodcents Deli Fresh Subs will provide one complimentary box lunch to each exhibitor. **Additional lunches may be purchased from Goodcents Deli Fresh Subs the day of the show.**
- **Exhibitor Café**
A hospitality room will be available for your use during show hours on October 22. Take a break, make a phone call, enjoy a donut for breakfast or have a cool drink. It's all right here! You must have your exhibitor name badge to enter the café.

2 WAYS TO REGISTER

ONLINE

1. Go to LCOC.com and select the Events tab
2. Select Business to Business Trade Show
(If you need a user name & password, call 402-436-2350)
3. Fill out contact payment information
4. You will receive a confirmation notice when you have been successfully registered

MAIL/FAX

1. Complete and return the attached registration form
2. Include a check or credit card information when submitting your form to guarantee your booth in the trade show
3. Mail to B2B Trade Show, P.O. Box 83006, Lincoln, NE 68501-3006

REGISTER BY OCTOBER 4, 2013

PRESENTED BY THE
LINCOLN CHAMBER OF
COMMERCE AND THESE
SPONSORS:

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Bureau

i2rd/Vipa Solutions

Three Pillars Media



EXHIBITOR INFORMATION

(PLEASE READ CAREFULLY AS OUR VENUE HAS CHANGED)

Exhibitor to Exhibitor Visitation

Tuesday, October 22, 2013

8:30 a.m. - 10:30 a.m.

- To allow your business to market its products and services to the other businesses participating in the trade show, you are invited to participate in an exhibitor to exhibitor visitation session.

Door Prize

One DOOR PRIZE must be provided

- Please have one door prize as part of your exhibit and available at your booth.

Shipping

- Materials may be shipped directly to The Pinnacle Bank Arena no earlier than Friday, October 18 and **must be clearly marked "B2B Show"** with your company name.

Rules & Regulations

- Only current Chamber members in good standing may exhibit
- No subletting or sharing of booth space unless approved by the Lincoln Chamber of Commerce
- All exhibits must be set up between Noon - 5 p.m., Monday, Oct. 21.
- **All booths must be staffed between 8:30 a.m. and 5:30 p.m. on the day of the show (Tues., Oct. 22). Booths should not be dismantled until 5:30 p.m.**
- Displays must be confined to your 10' x 10' booth and must not extend into the aisles. No sound equipment which can be heard outside of your exhibit space is permitted.



The October Business After Hours is sponsored by Pinnacle Bank Arena. Join your fellow vendors and Chamber members for drinks and appetizers on **Tuesday, October 22, 2013 from 5:30 - 6:30 p.m.** This is a great way to network and get to know other Lincoln business owners.

Pinnacle Bank Arena Move-In Procedures

Monday, October 21, Noon - 5:00 p.m.

- Your exhibit materials can be loaded into the arena through the docks located through Gates 2 and 3 on the north side of the arena.
- Register inside at the Exhibitor Registration Desk.
- **Limited parking is available at Gate 4.** Passes will be mailed to vendors on a first come, first paid basis. **A parking pass is required to park at Gate 4.**
- If you do not receive a pass, additional parking is available in the city parking garage located on the southwest side of the arena. Regular parking fees apply.
- Upon arriving you will receive your Official Show Information Packet with name badges for your staff, a show map and meal tickets. All exhibits **MUST** be set up by 5:00 p.m. the day before the show.

Pinnacle Bank Arena Exhibitor Check-In

Tuesday, October 22, 8:30 a.m.

- **Exhibitors must enter the arena through the security entrance marked "Marshaling Door" on the day of the show** (located on the northeast side of the arena).
- **Limited parking is available at Gate 4.** Passes will be mailed to vendors on a first come, first serve basis. **A parking pass is required to park at Gate 4.**
- All exhibitors must enter the showroom floor wearing their exhibitor name badge. It must be worn at all times. Name badges are available for pick up at the Exhibitor Registration Desk, on the northeast side of the arena.

Pinnacle Bank Arena Move-Out Procedures

Tuesday, October 22, 5:30 p.m.

- **The B2B Trade show ends at 5:30. Tear-down begins at this time.**
- Your exhibit materials can be loaded into your vehicle through the loading docks on the north side of the arena.

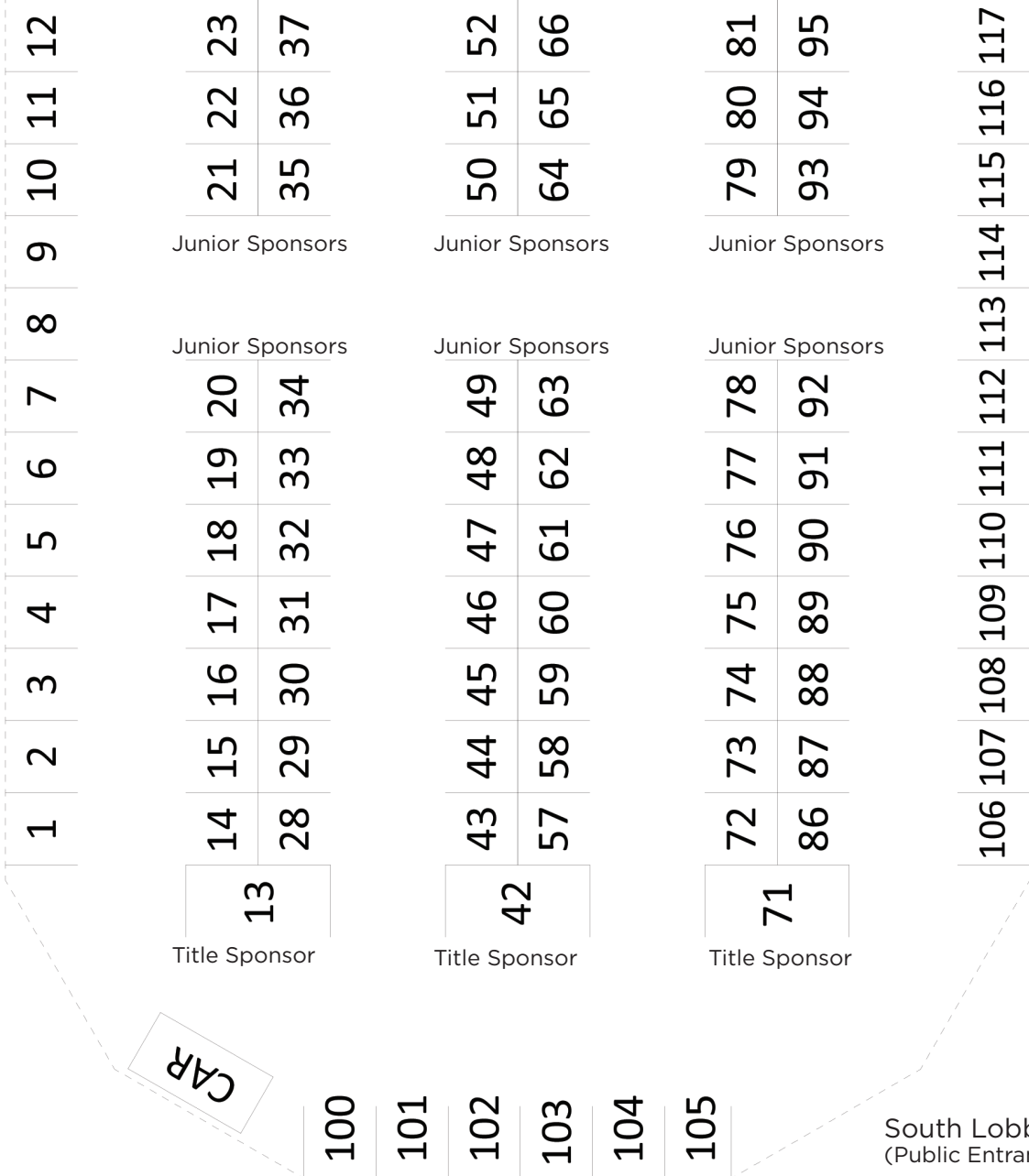
EVENT FLOOR



Unload at Gates 2 & 3

Enter at Gate 4

Vendor Parking
(Space is limited and a parking pass is required. If you do not receive a pass, city parking is available. Regular rates apply.)



* Please note, booth spaces are subject to change.



Unload at Gates **2** & **3**

Enter at Gate **4**

Vendor Parking
(Limited, Pass is required)

PINNACLE BANK
ARENA

Gate **3**

Vendor
Check-In

Gate **2**

Exhibitor
Café
(Goldenrod Room)

Goodcents
Deli Fresh Subs
(Vendor Lunch Pick-Up)

Arena Drive



Gate **1**

South Lobby
(Public Entrance)

R Street

City Parking Garage



TUESDAY, OCTOBER 22, 2013

PINNACLE BANK ARENA
400 Arena Drive

10:30 A.M. - 5:30 P.M.

ADMIT ONE

Visit www.LCOC.com for additional tickets • Compliments of: _____



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2013 B2B TRADE SHOW REGISTRATION FORM

Register online at www.LCOC.com by Friday, October 4, 2013

Company Information

Booths will only be reserved when accompanied with payment. Reservations are taken on a first paid, first reserved basis. All booth payments are non-refundable. Reservations will be accepted until **Monday, October 4, 2013** or until all space is full.

Company Name: _____
Contact Name: _____
Address: _____
City, State & Zip: _____
Phone: _____
E-mail: _____
Website: _____

Door Prize

I will provide the following as my door prize to be included in the event program. (**Any information received after October 4, 2013 is not guaranteed publication in the Journal Star Program**):

Please e-mail your description to:
Jeannie Mutum (jmutum@lcoc.com)

	Price	QTY	Total
<input type="radio"/> Title Sponsorship	\$3,500	_____	_____
<input type="radio"/> Junior Sponsorship	\$1,500	_____	_____
<input type="radio"/> Hospitality Sponsor	\$1,250	_____	_____
<input type="radio"/> Premium Booth (Prime Location)	\$675	_____	_____
<input type="radio"/> Exhibitor Booth	\$450	_____	_____
Available Accessories:			
<input type="radio"/> Electricity	\$30	_____	_____
<input type="radio"/> Wastebasket	\$10	_____	_____
TOTAL BOOTH COST:			

Method of Payment

Check enclosed



Name on Card: _____

Card# _____ / _____
Exp. Date

3-digit code _____

Signature _____

Date _____

Register online at LCOC.com

Return this completed form and payment to:

Lincoln Chamber of Commerce - B2B Registration
P.O. Box 83006, Lincoln, NE 68501-3006
402-436-2350 | fax 402-436-2360

**Contact Ashley Schroeder for more information.
(aschroeder@lcoc.com)**



LINCOLN CHAMBER OF COMMERCE
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LINCOLN, NE 68501-3006

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