

**Richmond Women's Business Consortium (RWBC) SMART CONNECT  
SPONSOR AND EXHIBITOR APPLICATION FORM**

**RWBC** is pleased to announce that we have added Exhibitors in addition to our Sponsors this year (Fall 2010) and that our Sponsors and Exhibitors will be centrally located this year at the Cross Roads Arts Center, amidst the women's business networking activity.

Sponsors and Exhibitors generally are honored on a "first committed, first honored" basis. However, the RWBC reserves the right to limit sponsors or exhibitors to the extent that too many are in the same competing business or industry. In such event, any deferred sponsor or exhibitor will be given the first right of being a sponsor or exhibitor at the next SMART CONNECT event.

**Exhibit information:**

Standard table is 6' to 8'. Sponsors are provided an entire table with two chairs. Exhibitors are provided half of a table with one chair. No services for electricity, audiovisual materials or water are available.

**Application:**

1. Please complete the Sponsor/Exhibitor Request Form below and email it to:  
Carolyn Boone: [carizboax@comcast.net](mailto:carizboax@comcast.net)
2. Upon receipt, you will receive an email and invoice notifying that you have been confirmed as a sponsor/exhibitor with our event.
3. Please make payment as soon as you receive the confirmation email. Payments should be made to "RWBC."
4. Please print out the invoice to the billing invoice, attach it to your check and mail to  
**RWBC** representative:  
Carolyn Boone  
4424 Village Park Avenue  
Chester, VA 23834

Deadline for registrations is September 20, 2010. (Spaces fill quickly. Space not confirmed until payment is made)

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Category: (check box that applies)

Tier 1 (\$250), Sponsorship. Each Sponsor will be listed on the RWBC website and also will be featured in all newsletters, meeting announcements, websites and e-blasts generated by each of the eleven (11) member women's networking groups in the RWBC. Each Sponsor receives a full table for exhibiting as well as approximately 5 to 7 minutes speaking time allotted to each sponsor for introduction of their company. Each Sponsor also may collect professional cards and give out a door prize.

Tier 2 ((\$50), Exhibitor. Each Exhibitor will be allotted 1/2 of a 6' or 8' table to display company literature/information as well as any non-food or drink giveaways. There will be one chair provided for each Exhibitor to have a live person present. Exhibitors are not given any presentation time or advance publicity or the opportunity to give out a door prize.

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

Type/Nature of Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of Representative(s) to staff table:

1. \_\_\_\_\_

2. (if applicable) \_\_\_\_\_

Description of Display: \_\_\_\_\_

\_\_\_\_\_

**\*\*\* There will be no onsite sales at this booth**

Upon receiving confirmation & invoice email, payment will be made by check. I understand that sponsorship/exhibitor is not confirmed until payment is received.