



December 2, 2024

Dear Trade Show Vendors,

It is that time of year again to gear up for the 2025 Custer Trade Show. This year our Trade Show will be held on **Saturday, March 1, from 9 a.m. to 3 p.m.**, located at **Custer School District Administration/Armory building located at 527 Montgomery St.**

This year, the booth options are: without electricity for \$50 or with electricity for \$65. Electrical spaces are very limited and only available along the walls of the Gym; therefore, if you need electricity, please send your registration in right away! Electric cords are not provided with the electrical spaces so you will need to bring your own. **Each booth will have one table (2 ½ x 6') and one chair provided; any additional chairs or tables must be provided by you.**

We ask that after you unload the items for your booth on Saturday morning, you park on the **west side of the building**. This leaves the main parking area open for visitor parking.

Attached is a registration form for you to complete and return with your payment to the Chamber office no later than **February 24**, to insure a booth and/or space. All vendors will be set up in the gymnasium and all non-profits will be placed in the Commons area. Concessions will be available throughout the day in the Commons area. Please remember, we try our best to put each and every vendor where they will be visible and booths must be staffed all day.

No duct tape will be allowed, and all vendors are responsible for any and all damages. No helium balloons. If you have any type of food product, you may do samples only, no sales. No alcohol, pets, or firearms are allowed on school premises; you will be asked to leave if you have them in your possession. There will be no refunds offered after **February 24**.

If you have any questions, please call or email me. We look forward to seeing you on March 1!

Sincerely,

Dawn Murray

Dawn Murray
Custer Area Chamber of Commerce
PO Box 5018, Custer, SD 57730
605-673-2244
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2025 Custer Trade Show Registration Form

Sponsored by the Custer Area Chamber of Commerce

Saturday, March 1, 2025

9 a.m. – 3 p.m.

Located at Custer School District Armory, 527 Montgomery St.

Following are the two choices for booths and prices:

Trade Show Booth Spaces

Booth – **No Electricity** – Cost \$50

Booth – **With Electricity** – Cost \$65 **Booths with electricity are limited! First-come, first-served.**

Non-profit booth (located in the commons area)– Cost \$10

Each booth includes **one table** (2 ½ x 6') and **one chair**

Exhibitor Setup Times

Friday, February 28, 4 p.m. – 6 p.m. and Saturday, March 1, 7:30 a.m. – 9 a.m.

Booths may not be set up before 4 p.m. on Friday, February 28, and need to be completed by 9 a.m. on Saturday, March 1. All clean-up on Saturday, March 1 needs to be finished by 4 p.m.

Booths must be staffed the entire day and remain set up until 3 p.m. in courtesy to guests and other vendors.

Please complete form and return with fee to the Chamber Office no later than February 24.

No vendors will be allowed without prior payment. A booth cannot be reserved over the phone and you are not guaranteed a booth until we have your registration form and payment in hand.

By signing this form, you acknowledge that your fees are due to the Custer Area Chamber of Commerce prior to being reserved a space for the 2025 Custer Trade Show. Spaces will not be reserved until the fees are received by the Chamber. **Cancellations after February 24 will not be refunded.**

Mail this portion of the registration form

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Booth Space _____ @\$50: _____ or Non-Profit Booth Space _____ @\$10: _____

Electricity _____ @\$15: _____ **Total Payment: \$** _____

Signature REQUIRED: _____

Print your name: _____

Type of wares you will be bringing _____

Comments:

Send form and fee to: Custer Area Chamber of Commerce, PO Box 5018, Custer, SD 57730