

www.TheAsianBusinessExpo.com

FREE Parking
FREE Admission



The **8**th Orange County

ASIAN BUSINESS EXPO

“Taste & Beauty of Asia”

Thursday, September 13, 2018

10 a.m. - 4 p.m.

Great Wolf Lodge, Garden Grove

12681 Harbor Blvd., Garden Grove, CA 92840



Email: info@kaccoc.com

Phone: 714.638.1440

2018 THE 8TH ORANGE COUNTY ASIAN BUSINESS EXPO DETAILS

Thursday, September 13th, 2018 | Great Wolf Lodge Garden Grove

Expected Attendance 2,000 / Limited 120 Booths Available. Act fast!

[Booth] (Reservation by August 31, 2018)

\$500 per 7'x5' booth

Exhibitor Package Includes:

- (1) \$500 per 7'x5' booth space
- (1) 6' display table (w/ table cloth)
- (2) Side Chairs
- (2) Lunch Tickets
- (2) Exhibitor name badges
- Recognition in printed program (Not a Ad)
- Recognition on Website
(Including an active link to your website)

[Program Advertising]

Ad Sizes

- Full Page(Color) **\$1000.00**
- Full Page(B&W) **\$800.00**
- Half Page **\$500.00**
- Quarter Page **\$250.00**
- Business Card Size **\$100.00**

AD File Guidelines

- Please submit all advertising material as a pdf files
- High-resolution (300 dpi or greater)
- Fonts must be outlined
- Saved in CMYK (not RGB)
- File name, advertiser name must be included
- Email to info@kaccoc.com
- Deadlines: August 31st, 2018

Expo Agenda

- 8:00-8:45 am Exhibitor Setup
- 9 am Networking & Registration
- 10 am Opening Ceremony
- 11 am Raffle
- 13:00 pm Vendor Speaker
- 13:30 pm Raffle
- 1 pm Vendor Speaker
- 1:30 pm Raffle
- 2 pm Vendor Speaker
- 2:30 pm Raffle
- 3 pm Vendor Speaker
- 2:30 pm Raffle
- 3 pm Vendor Speaker
- 3:30 -4:00 Business Mixer



Exhibitor Logistics

*Set-up for all booths (including all packing/shipping materials stored and all public aisles cleared) must be completed by 8:45 am on Thursday, Sep. 13, 2018.

*Exhibitor tear-down begins at 4:00 pm; all exhibitor must stay until 4:00 pm.

*Details regarding booth assignments instructions will be communicated approximately two weeks prior to the expo.

*If you need any electrical outlet, please contact KACCOC. We don't provide electrical extension cord or power strip.

Benefits	Platinum Sponsor	Gold Sponsor	Silver Sponsor	Bronze Sponsor
	\$5,000	\$3,000	\$2,500	\$2,000
Your company logo in the Expo brochure & Website	0	0	0	0
Exhibit Tables (6 ft)	3	2	1	1
Lunch tickets at the Expo	6	4	2	2
Your company logo on Expo website with link to company website	0	0	0	0
Your company logo in select print advertising	0	0	0	0
Your company logo on digital screens(stage)	0	0	0	0
Your company logo on signage on the show floor	0	0	0	0
Opportunity to pitch your company on stage(Minutes)	7	5	3	2
Promotional video on digital screen (Opening)	0			
Promotional video on digital screen (During Expo)	0	0	0	0
Your company logo in Expo Exhibitor package	0	0	0	0
Your company logo in KACCOC Chamber email blasts (about 4,500 recipients) promoting the Expo	0	0	0	0
Your company mentioned in our local newspaper/other media advertising	0	0	0	0
Program book advertisement	1 page Color	1/2 page Color	1/2 page B/W	
Special page on Expo website	0			

Register at

www.TheAsianBusinessExpo.com

Exhibitor Application and Contract

Step 1: Check Your Selection

<input type="checkbox"/> Platinum Sponsor (\$5,000)	<input type="checkbox"/> 1 Booth (\$500)	Ad Size	Full Color	\$1000.00
<input type="checkbox"/> Gold Sponsor (\$3,000)	<input type="checkbox"/> Silver Sponsor (\$2,500)	<input type="checkbox"/> 2 Booths (\$1,000)	Full B&W	\$800.00
<input type="checkbox"/> Bronze Sponsor (\$2,000)	<input type="checkbox"/> 3 Booths (\$1,500)		1/2 Page	\$500.00
			1/4 Page	\$250.00
			Card Size	\$100.00
<input type="checkbox"/> Full Page(Color)	<input type="checkbox"/> Full Page(B&W)	<input type="checkbox"/> 1/2 Page	<input type="checkbox"/> 1/4 Page	<input type="checkbox"/> Business Card Size

Step 2: Payment **Total from Step 1: \$ _____**

All reserved booth space for 2018 O.C. Asian Business Expo must be paid for in full by August 31, 2018. If assigned space is not paid for in full by this date, it may be assigned to another exhibitor at the discretion of KACCOC. Cancellation of reserved booths must be made in writing to KACCOC 2 weeks prior to the event. Meals can be ordered and paid for 2 weeks prior to the event (\$30/meal). **Make your checks pay to the order of "KACCOC"**

Step 3: Contact Information

Please identify your organization's primary contact person for pre-event communication in matters pertaining to your exhibit presence.

Company _____

Name of Pre-Event Contact Person _____ Title _____

Address _____ City _____ St. _____ Zip _____

E-mail _____ Website _____

Work Phone (_____) _____ Mobile Phone (_____) _____

Please list your organization's onsite booth representatives. (If this information is unknown at this time, please leave blank and you will be reminded to supply these names again at a later date.)

Booth Personnel #1 - Name _____ Title _____

E-mail _____ Mobile Phone (_____) _____

Booth Personnel #2 - Name _____ Title _____

E-mail _____ Mobile Phone (_____) _____

Step 4: Contract Signature

On behalf of said company or organization, I, as the duly authorized representative of the undersigned company or organization, subscribe and agree to all the terms, conditions, authorizations and covenants contained in the Exhibitor Application and Contract, as well as the site-specific Rules & Regulations which follow. I understand this contract is not valid and confers no rights until it is accepted by KACCOC or its authorized representative, at which time I will receive official notification of confirmation. I understand that full booth payment must be received by August 31, 2018.

Your Name _____ Title _____ Date _____

Signature _____

Office Use Only: Application approved by _____ Date _____

Step 5: Submission

Please complete these three steps:

1. Submit your signed application form and Check to Korean American Chamber of Commerce of Orange County:
9828 Garden Grove Blvd. #207, Garden Grove, CA 92844 | Email: info@kaccoc.com | Tel. (714) 638-1440

2. Keep a copy of the form for your records.
3. Thank you for your interest and support!

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www.TheAsianBusinessExpo.com

Exhibitor Rules & Regulations | General Event Information

2018 Orange County Asian Business Expo. Sep.13th. Great Wolf Lodge, Garden Grove

These Rules & Regulations and General Information, hereinafter stated, comprise legally-binding terms and agreements between the exhibitor and KACCOC. Having been approved as a exhibitor, your acceptance of a subsequent Booth Assignment signifies your intentions to honor and abide by the terms of this agreement as hereinafter stated and as applies to the **2018 O.C. Asian Business Expo, September 13, 2018, at Great Wolf Lodge, Garden Grove.**

1. Expo Sponsorship. The Expo and its exhibition component is sponsored and managed by KACCOC.

2. Application and Contract. Each exhibitor is required to sign the Application and Contract. The terms of the Application and Contract can be revised only upon written agreement of both parties. All booth personnel will be identified via an official Expo name badge according to the information provided on the application.

3. Exhibition Dates. The date of the exhibition is as follows: Thursday, September 13, 2018

4. Admission & Acceptance. KACCOC reserves the right to refuse exhibit space to any applicant for any reason. In addition, KACCOC reserves the right to refuse exhibit space to any exhibitor if, after the acceptance of the Application and Contract, information should come to the attention of KACCOC, which in the reasonable judgment of KACCOC, demonstrates that the proposed exhibit or any portion of its contents would be inconsistent with the principles espoused by KACCOC or unfavorable to its public reputation. In the event KACCOC should exercise this right, any payment and exhibit fees paid to KACCOC shall be refunded – except in situations where the denial of exhibit space shall be for failure or refusal of the exhibitor to comply with the terms set forth elsewhere in the Application and Contract or these Rules & Regulations (in which case the denial of exhibit space shall be treated as a cancellation by the exhibitor). Should any materials be deemed objectionable by KACCOC, timely consultation with booth personnel shall take place in order to remedy the situation.

5. Assignment of Space. Space will be assigned pre-event according to the date on which the contract and full payment are received. KACCOC reserves the right to shift assigned exhibitor space at any time if, in KACCOC's judgment, it becomes necessary to do so. KACCOC reserves the right to make modifications in the published floor plan as may be necessary to meet the needs of exhibitors and the exhibition as a whole.

6. Exhibitor Personnel. Each exhibitor receives two complimentary name badges for the booth space reserved. Name badges must be worn by exhibitor representatives during all set-up/tear-down periods.

7. Cancellation of Space. In the event KACCOC has assigned space and the exhibitor desires to cancel the contract, KACCOC will fully refund the exhibitor fees paid to KACCOC if written or faxed notification is received by KACCOC by 8/01/2018. If written or faxed notification is received by KACCOC between 7/15/2018-8/01/2018, KACCOC will refund 50% of the total exhibitor fees. Cancellations received after 8/01/2018 will not be eligible for any refund. Receipt of cancellations via fax must be confirmed via email. Receipt of cancellations via mail must be confirmed using USPS signature confirmation.

8. Default of Occupancy. Any exhibitor experiencing an unexpected delay in booth set up should contact KACCOC immediately for assistance and direction. Any exhibitor otherwise failing to occupy any space contracted for but not canceled, by 4:00 p.m., Tuesday, September 13, 2018, is obligated to pay the full cost of such space. In the event of default, all obligations of KACCOC to exhibitor hereunder shall cease and KACCOC shall have the right to use said space to suit its own convenience, including selling the space to another exhibitor without any rebate or allowance to the defaulting exhibitor.

9. Subletting Space. No exhibitor shall assign, sublet, or share the space allotted without written consent of KACCOC.

10. Conformance to Laws. Exhibitor agrees for himself or herself and his/her employees to use contracted space for lawful purposes only and will conform to all laws, ordinances, and regulations. The exhibitor must comply with all local and hotel safety, fire, and health ordinances for the installation and operation of equipment.

11. Decorator Rules and Regulations. Exhibitor agrees to conform to all rules and regulations of the exhibition's official decorator as detailed in the official service kit provided by that company or KACCOC. KACCOC and any designated decorator will communicate in advance any necessary information relating to your exhibit space requirements, exhibit freight, shipping instructions, labor rules and regulations, deadlines, and other questions.

12. Exhibit Space. Exhibitor must return, in the same condition as was found/delivered, all host facility property and space used during the exhibition.

13. Order Taking and On-Site Sales. All vendors that sell tangible goods at their booth are required to receive the permission from KACCOC in advance and also required to collect and remit applicable California sales taxes, and to be able to demonstrate that the appropriate approvals/licenses have been obtained. The exhibitor hereby indemnifies KACCOC from any and all liability related to the State of California or County sales taxes or required licenses that result from exhibitor's appearance at the Expo, including the Exhibitor's failure to obtain the appropriate license and/or failure to collect/remit the applicable taxes.

14. Security. Exhibitor understands that no additional security presence shall be provided – either during show hours or otherwise – in the Exhibit Hall, beyond the security presence provided by the host facility. KACCOC shall not be liable for any damage or theft to the exhibitor's display or property.

15. Delivery and Removal. For the sake of attendee safety and to avoid unnecessary disruptions, under no circumstances will the delivery or removal of any portion of an exhibit be permitted during the Exhibit Hall hours without permission first being secured in writing from KACCOC.

16. Limitation on Promotion and Demonstrations. During the seminar and exhibition, all demonstrations, promotional activities, and distribution of materials must be confined within the limits of the exhibit booth(s) in the Exhibit Hall. The playing of loud music, videos, films, or the like, or any other loud or distracting activity that could be objectionable to neighboring exhibitors is prohibited.

17. Drawings & Giveaways. Drawings and giveaways by exhibitors are encouraged within the confines of the exhibit booth. Any giveaway or gift item must be pre-approved by KACCOC prior to the expo. The exhibitor assumes complete responsibility for all aspects of the drawing, including delivery of the gift post-event if the recipient is no longer present at the conference when the drawing takes place. Names, addresses, and other attendee contact information collected via entry forms may be utilized by the exhibitor for future communication, provided that the attendee has given her permission at the time of providing such information. Any drawing forms should contain appropriate "opt-in" language for this express purpose.

18. Show Floor Restrictions. Access to the show floor during set-up (load-in) and tear-down (load-out) times will be prioritized for confirmed exhibitor personnel and/or their designated exhibitor appointed contractor. KACCOC reserves the right to refuse show floor access at any time to person (including removal of said person from the show floor) for the sake of maintaining a safe and secure environment.

19. Copyrights. Exhibitor warrants that any copyrighted material to be performed or played has been duly authorized or licensed by the copyright owners or their representatives and agrees to indemnify and hold KACCOC harmless from any and all claims, losses, expenses, including legal fees, which might arise from questions of use of any such material described above.

20. Use of Space. Exhibitor's display, equipment, and materials shall be confined to the actual dimensions of the booth space contracted for and be in compliance with Guidelines for Display Rules & Regulations. Height of display should not be such that it could be objectionable to other neighboring exhibitors. Aisles may not be used by the exhibitor. The exhibitor is responsible for maintaining a neat and clean booth. All tables must be either finished or draped. At no time shall any materials be affixed to, or hung from, any wall surface or hanging drapery in the host facility.

21. Exclusions. Firms or organizations not assigned space in the exhibit area will be prohibited from exhibiting or soliciting business within the exhibition or conference area. Smoking and alcoholic beverages are not permitted on the exhibit floor.

22. Insurance. It shall be the responsibility of the exhibitor to provide for his or her own insurance needs. KACCOC shall not provide insurance for the exhibitor.

23. Limitations of Liability. Neither KACCOC, its employees, officers, agents, directors, volunteers, or affiliates shall be liable for any injury, loss, or damage to person or property of exhibitor, its employees, agents, and invitees. Further, neither KACCOC, nor its respective employees, officers, agents, directors, volunteers, or affiliates shall be liable for failure of the scheduled exhibition to be held due to fire, water damage, public emergency, strikes, other labor disputes, boycotts, cancellation of facility contracts, or beyond the power or control of KACCOC to prevent. Further, neither KACCOC, nor its respective agents, employees, officers, volunteers, or directors shall be liable for any failure or unavailability of utilities or any facility or decorator services or personnel.

24. Governing Law. All disputes shall be decided under the laws of the State of California, without regard to conflicts of laws principles.

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Exhibitor Setup Instructions

Thank you for being an exhibitor for the 2018 Orange County Asian Business Expo. Please be sure to read the “Rules and Regulations” and the “Setup Instruction” carefully.

1. The doors will be open at 7:50 am and set-up for all booths (including all packing/shipping materials stored and all public aisles cleared) must be completed by 9:15 am on Thursday, Sep. 13, 2018.
2. When you arrive, check in at the “Exhibitor Registration Table” and receive your information packet including your table designation, lunch tickets and program.
3. Each exhibitor will be provided one 6ft. rectangular table and two chairs. Signs and banners will be permitted as long as they remain within the allotted area. Samples, giveaways, fliers, and information of your business are allowed and encouraged.
4. There are no partitions. This set-up is for tabletop display only. A tablecloth will be provided to cover each table, but skirting must be provided by the exhibitor if it is so desired.
5. Opening Ceremony begins at 10:00 a.m. All attendees, exhibitors and sponsors are encouraged to attend.
6. 2 lunch tickets are distributed per booth. (Each additional Lunch Box can be purchased for \$30.00) <https://www.eventbrite.com/e/2018-oc-asian-business-expo-tickets-34131910463>
7. Exhibitors are responsible for bringing their own power strips and extension cords if power is needed.
8. Exhibitors must tape down all electric cords on the floor for patron’s protection.
9. Exhibitor tear-down begins at 4:00 pm; all exhibitor must stay until 4:00 pm.
10. Please read “Rules and Regulations” for more information.

For questions, please contact *KACCOC* at **714-638-1440** or email to info@kaccoc.com.

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