



## Greater Saint Paul Building Owners & Managers Association

W-2950 FIRST NATIONAL BANK BUILDING • 332 MINNESOTA STREET  
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### Oct. 19th, 2020 Mini-Expo & Market Report Membership Meeting

### Vendor Sign Up Form

**Please submit by Monday October 5th, 2020 (or before all spots are filled)**

**Location:** DoubleTree by Hilton, St. Paul Downtown

**Set-Up:** 11:00 am – 11:30 am

**Event:** 11:30 pm – 1:30 pm

We will provide each registered vendor with a cocktail table and permit a small freestanding display or company sign. **Only one company representative will be allowed to attend.** There is no charge to register for the Mini-Expo, but the vendor representative must sign up for the membership meeting and be listed on this form. There are a limited number of tables available, so registration requests will be accepted on a first-come, first-served basis. Recommended guidelines for this type of event are for BOMA to collect and consolidate all promotional materials or any handouts prior to the Mini-Expo. Please make arrangements with Denise Jenkins ([denise.jenkins@bomastpaul.org](mailto:denise.jenkins@bomastpaul.org)) to bring your promotional materials (i.e. business cards, brochures, vouchers, flyers, etc.) to the BOMA office by noon on October 12th.

#### **REGISTRATION**

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

Vendor Representative \_\_\_\_\_

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

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

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

*Greater St. Paul BOMA will not be held responsible for any liability, lost, stolen, or damaged merchandise or any injury incurred during the event.*

**Return this form to Denise Jenkins. ([denise.jenkins@bomastpaul.org](mailto:denise.jenkins@bomastpaul.org))**