

**Northern  
Minnesota  
Reservation**



**Economic  
Development  
Summit**

Hosted by Leech Lake Band of Ojibwe  
Red Lake Nation and  
White Earth Band of Ojibwe



August 13 & 14, 2008  
Walker, MN

## Tradeshow Vendor Registration

Business Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

We are:

- Small Business Owners
- Tribe/ Tribal Department or Tribally-owned Enterprise
- Corporation / Government Agency

We will be:  Selling a Product  Selling a Service  Providing Information/ Resources

Please provide a brief description of product or service being promoted:

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Each vendor will be provided with one eight-foot skirted display table, a sign with the business name, 2 chairs, and a listing in the conference program.

Please indicate if you will need an electrical outlet .

Registration Fees:  \$100.00 for Booth Space plus one Conference Registration  
 \$75.00 Booth Space Only

Vendor Registration Deadline is July 25, 2008 or until filled  
Send completed registration form with payment to:

**Central Lakes College  
Customized Training  
501 College Drive  
Brainerd, MN 56401  
Fax: 218.855.8141  
Telephone: 218.894.5302 or 218.855. 8142**

If you have questions, please call / contact Cindy at 218-894-5302 or Jan 218-855-8142

*Strengthening the region's economy through business partnerships*

**August 13<sup>th</sup> & 14<sup>th</sup>, 2008**  
**Northern Lights Casino and Hotel**  
**6800 Y Frontage Road NW**  
**Walker, MN 56484**

<b>Tradeshow Vendor Information</b>
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Thank you for your interest in being a vendor at the 2<sup>nd</sup> Northern Minnesota Reservation Economic Summit and Tradeshow. This is an exceptional opportunity to showcase Native-Owned businesses, business resources and begin to, *“Strengthen the region’s economy through business partnerships.”*

1. **Event Dates:** Wednesday, August 13<sup>th</sup> 2008 and Thursday, August 14<sup>th</sup>, 2008
2. **Event Location:** Northern Lights Casino and Hotel, 6800 Y Frontage Road NW, Walker, MN
3. **Accommodations:** A block of standard rooms has been reserved for participants at a rate of \$50.00 plus tax until July 25, 2008. To make reservations call **1.866.652.4683** and request **Economic Summit Block**.
4. **Attendee Information:** Summit Attendees are Native American business owners, community members, representatives from tribal departments and enterprises, tribal governments, financial institutions, and state, federal and other public and private agencies and corporations.
5. **Vendor Space:** Vendors will be provided with an 8-foot table, skirted “table top” display space with two chairs. A sign with your company name as provided on registration form. Vendors are invited to bring backdrops, displays, or any other materials as appropriate to an 8-foot table.
6. **Set-up and Tear-down:** Vendors are required to set up and remove their display:
  - **Set-Up:** Tuesday, August 12<sup>th</sup> evening may be available  
Wednesday, August 13<sup>th</sup> 7:30 AM to 9 AM
  - **Tear-down:** No later than 3 PM Thursday, August 14<sup>th</sup>
7. **Hours:** The exhibit area will be open from 10 AM to 7 PM on Wednesday, August 13<sup>th</sup> and from 10 AM to 12 PM on Thursday, August 14<sup>th</sup>, 2008.
8. **Conference participation and meals:** One conference registration including meals is included when you register at the \$100.00 Vendor Rate. Meals and Conference are not included with the \$75.00 registration.
9. **Types of products or services:** Exhibitor products and services must be of interest to community and economic development and small business owners. The summit committee reserves the right to refuse any application. Please note that food items cannot be served or sold unless commercially packaged in sealed containers.
10. **Security:** Security will be available on a limited basis and vendors assume responsibility for securing their displays and personal belongings. The Northern Lights Casino and Hotel, their staff, volunteers or summit organizers are not responsible or liable for lost or stolen items.
11. **Deadlines:** Registration forms must be returned to the Summit Committee for consideration. Payment must accompany registration forms. One form per business/ organization and photocopies will be accepted. Forms and Payments should be sent to: Central Lakes College, 501 West College Drive, Brainerd, MN 56401 by July 25, 2008.
12. **Cancellation Policy:** You must call to cancel your registration 800.933.0346 x. 8142. A \$25.00 processing fee will be withheld from refunds. No refunds will be given after August 1, 2008.
13. **Special Accommodations:** We are pleased to meet any special needs you might have. Please contact Cindy at 218-894-5302 or Jan 218-855-8142 by July 31, 2008 to make arrangements.