

**Northern
Minnesota
Reservation**



**Economic
Development
Summit**

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

SHOOTING STAR
CASINO · HOTEL · ENTERTAINMENT

September 14 & 15, 2011
Mahnommen, Mn.

Tradeshaw Vendor Registration

Business Name _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

We are:

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

We will be:

- Selling a Product
- Selling a Service
- Providing Information
- Attending Conference

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

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.

Name _____ Date of Birth _____

Company Address _____ City/State/Zip _____

Home Address _____ City/State/Zip _____

Telephone _____ Fax _____ Email _____

Please indicate if you will need an electrical outlet .

Registration Fees: \$200.00 for Booth Space plus one Conference Registration
 \$150.00 Booth Space Only

Please use attached conference registration form for additional registrants

Vendor Registration Deadline is 8/26/2011 or until filled

Registration Formats: Online- <http://www.nmtedc.org/>

Mail to: Central Lakes College, Customized Training, 501 College Drive, Brainerd, MN 56401
Fax to: 218.855.8141, Telephone: 218.855. 8139

- Purchase Order or Check enclosed (Payable to Central Lakes College)
- VISA MASTERCARD

Cardholder's Name: _____

Card Number: _____ Exp. Date _____

Authorized Signature: _____

Strengthening the region's economy through business partnerships

**September 14 & 15, 2011
Shooting Star Casino
777 Casino Road
Mahnomen, Mn. 56557**

Tradeshow Vendor Information

Thank you for your interest in being a vendor at the 4th Northern Minnesota Reservation Economic Development Summit and Tradeshow. This is an exceptional opportunity to showcase Native-Owned businesses, business resources and begin to, "*Build Business Through Partnerships.*"

1. **Event Dates:** Wednesday, September 14, 2011 and Thursday, September 15, 2011.
2. **Event Location:** Shooting Star Casino Event Center, Mahnomen, Mn.
3. **Accommodations:** A block of standard rooms has been reserved for participants at a rate of \$50.00 plus tax until September 1, 2011. To make reservations call **1.800.453.7827** 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, September 13th evening may be available
Wednesday, September 14th 7:30 AM to 9 AM
 - **Tear-down:** No later than 3 PM Thursday, August 14th
7. **Hours:** The exhibit area will be open from 10 AM to 7 PM on Wednesday, September 14th and from 10 AM to 1 PM on Thursday, September 15th, 2011.
8. **Conference participation and meals:** One conference registration including meals is included when you register at the \$200.00 Vendor Rate. Meals and Conference are not included with the \$150.00 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 Shooting Star 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 August 26, 2011.
12. **Cancellation Policy:** A \$25.00 processing fee will be withheld from refunds. No refunds will be given after September 5, 2011.