



# CHOCOLATE JAZZ BUSINESS NETWORKING SHOWCASE®



CHOCOLATE JAZZ

VENDOR BUSINESS EXPO PACKET



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**The Leukemia &  
Lymphoma Society®**

*Fighting Blood Cancers*

[www.ChocolateJazzNetworking.com](http://www.ChocolateJazzNetworking.com)

**Tucson Business Connection**



# Tucson Business Connection



July 20<sup>th</sup>, 2010

Re.: Chocolate Jazz Business Networking Showcase Fundraiser for LLS

Dear Potential Business Expo Vendor,

Tucson Business Connection is making plans for our annual Chocolate Business Networking Event. This year, we will have Chocolate Jazz Business Networking Showcase. This is a charity event raising money for The Leukemia & Lymphoma Society. Last year's event had over 650 attendees, 79 Expo Vendors and we raised over \$3000 for LLS. The event will be held from 3:00-7:00pm, Tuesday, November 16<sup>th</sup>, 2010 at The Doubletree at Reid Park, 445 S. Alvernon Way, Tucson, AZ. Information on Chocolate Jazz can be found at [www.ChocolateJazzNetworking.com](http://www.ChocolateJazzNetworking.com) or [www.TBCNetworking.com](http://www.TBCNetworking.com). Please see the attached Chocolate Jazz Info Sheet for more information.

The success of this event is largely credited to our Sponsors as well as the Vendors who purchase a table at our Business Expo. The Business Expo is the largest draw of the entire Event. Our goal this year is to raise \$10,000.00 for The Leukemia & Lymphoma Society. By participating as a Vendor, your organization will benefit from the exposure through media campaigns and promotional efforts directed toward potential attendees of the event, hundreds of Tucson Area Business Professionals. Exposure for your company will reach our database of over 6000 Tucson area Business professionals. Our regular monthly events draw over 75 attendees regularly and our website averages 600 unique visitors per month.

A table at the Expo is normally priced at \$275.00. However, we will have 2 opportunities to purchase a table at a discount. Our first opportunity is our Early, Early Bird Special of only \$150.00. This is designed to draw attention to the event by being able to list your business as a Vendor early. This price will be available through midnight of September 10<sup>th</sup>. The next opportunity for a discount will be our Early Bird Special of \$200.00, which will be available from September 11<sup>th</sup> through midnight of October 15<sup>th</sup>. Details are listed in the attached Vendor form and agreement.

We are counting on support from businesses like yours and will be happy to answer any questions you may have. Feel free to call Will Arnold at 520-869-6098 or Wayne Weld at 5220-240-4552 while you are filling out the attached form. You can fax it to 877-310-8109, or mail it to Tucson Business Connection, Attn.: Will Arnold, 719 W. Annandale Way, Oro Valley, AZ 85737. You may also fill out the online form at [www.ChocolateJazzNetworking.com](http://www.ChocolateJazzNetworking.com).

Thank you in advance for your willingness to support the efforts of Tucson Business Connection and make a difference in our community.

Sincerely,

Tucson Business Connection Directors

A handwritten signature in blue ink that reads "Will Arnold".

Will Arnold  
FixMyBadHomeLoan.org

A handwritten signature in blue ink that reads "Wayne Weld".

Wayne Weld  
SendOutCards.com/LTD

*Enclosed: Expo Table Information/Form and Chocolate Jazz Information Sheet*

# Chocolate Jazz Business Networking Showcase

## Tucson's Largest Charity Business Networking Event of the Year!

Join TBC on Tuesday, November 16th, 2010 at Doubletree at Reid Park, 445 S. Alvernon Way, Tucson, AZ from 3:00pm – 7:00pm as Tucson Business Connection brings you Chocolate Jazz Business Networking Showcase. This is a Charity Event to raise money for The Leukemia & Lymphoma Society. This is the 2<sup>nd</sup> year TBC has put on a Chocolate Business Networking Showcase. Last year we had over 75 Vendors in the Business Expo and over 650 attendees. Come support TBC at this One Day, Mega-Networking Event as we help fight Blood Cancers with The Leukemia & Lymphoma Society. Information can be found at [www.ChocolateJazzNetworking.com](http://www.ChocolateJazzNetworking.com). This event is Hosted and Sponsored by Will Arnold of [www.FixMyBadHomeLoan.org](http://www.FixMyBadHomeLoan.org) and Wayne Weld of [www.SendOutCards.com/LTD](http://www.SendOutCards.com/LTD).

This event will offer:

- Networking Café (650 Attendees last year)
- Fantastic Business Expo (Over 75 Vendors expected)
- Live Jazz Music
- Chocolate Fountain, Chocolate River, Chocolate Samples
- Hourly Raffle Prizes
- Huge Business Card Exchange Table
- Silent Auction
- Cash Bar, Chocolate Martini Bar

For information on this event, our Charity, sponsorship opportunities, and how to reserve a Business Expo table, visit [www.ChocolateJazzNetworking.com](http://www.ChocolateJazzNetworking.com). Expo space is limited and tables are available beginning at \$150.00. Sponsorship packages start out at only \$500.00. This will be the largest Business Networking Event of the Year! [www.TBCNetworking.com](http://www.TBCNetworking.com). [ChocolateJazz@TBCNetworking.com](mailto:ChocolateJazz@TBCNetworking.com).

Tucson Business Connection has been hosting Business to Business Networking Events in Tucson for over 6 years. We hold FREE Monthly Mixers for any Business Professional to attend. We have also raised money for Leukemia & Lymphoma and Renewal Centers. We have hosted Pink Slip Parties where we match job seekers with Employers



The Leukemia & Lymphoma Society, Team In Training

3819 E. Calle Guaymas, Tucson, AZ 85716

tel: 520-795-0091 fax: 520-795-0928

July 26<sup>th</sup>, 2010

Mr. Will Arnold & Mr. Wayne Weld  
Tucson Business Connection  
719 W. Annandale Way  
Oro Valley, AZ 85737

Re: Chocolate Jazz Business Networking Showcase

Dear Will and Wayne,

This letter is an acknowledgement and thank you; it authorizes Tucson Business Connection (Chocolate Jazz Business Networking Showcase) to raise funds for The Leukemia & Lymphoma Society at your event this year.

We wholeheartedly support your efforts on our behalf and wish you the best of luck for a successful event. This will be an event of great value to the Tucson business community as well. Your event last year, Chocolate Country Business Networking Showcase, was great fun and certainly benefited The Society as well as Tucson business.

For your reference, The Leukemia & Lymphoma Society is a 501(c)3 Corporation with a Tax ID# of 13-5644916.

We greatly appreciate your support and look forward to this upcoming event. If there is anything I can do to be of assistance, please contact me.

Cordially,

*Louanne Clark*

Louanne Clark  
Campaign Manager  
Louanne.Clark@lls.org

LEUKEMIA

LYMPHOMA

MYELOMA

www.LLS.org



# CHOCOLATE JAZZ BUSINESS NETWORKING SHOWCASE<sup>®</sup>



The Leukemia & Lymphoma Society



VENDOR EXPO TABLE AGREEMENT  
CHOCOLATE JAZZ BUSINESS NETWORKING SHOWCASE  
CHARITY EVENT FOR THE LEUKEMIA & LYMPHOMA SOCIETY  
THE DOUBLETREE AT REID PARK, 445 S. ALVERNON WAY, TUCSON, AZ  
TUESDAY, NOVEMBER 16<sup>TH</sup>, 2010 3:00-7:00PM

## Pricing and Deadlines

- **Early, Early Bird Special** if purchased by midnight of **September 10th: \$150.00 ea.**
- **Early Bird Special** if purchased after September 10<sup>th</sup> and by midnight of **October 15th: \$200.00 ea.**
- **Regular cost** of table if purchased after October 15th and prior to the Deadline of **November 5<sup>th</sup>: \$275.00 ea.**
- **Expo Table reservation deadline is midnight on November 5<sup>th</sup>.** Reservations may also be closed at any time by TBC.
- **Cancellation deadline** for full refund is midnight on Friday, **November 5<sup>th</sup>.** Please allow 30 days for processing.
- Your payment is your reservation.
- Payment made by cash, check or Visa/MasterCard.

## Availability and Options

- Tables will be limited based on space and will be available on a first come/first served basis. Your payment along with the reservation form will hold your table.
- Tables will also be limited by business category. Only 1 Vendor per product/services sold for Network Marketing Tables. **You will be notified immediately if your Category, Product or Service has been filled.**
- Electricity will be available for an additional \$30.00 and you must bring your own extension cords.
- Internet will be available for an additional \$15.00.
- Additional tables may be purchased by the same company, next to 1<sup>st</sup> table at a 25% discount.
- Tables will be 6 ft. in length and will include a table cloth, skirt and 2 Chairs.
- If you will be using a display unit, these will be limited and cannot exceed 8' tall by 6' wide.
- Each Expo Table will include 2 Vendor Badges for free admission to the event.
- Tables may be split with another company, but payment must be made in full at time of reservation and will only include 2 Vendor Badges and 2 chairs.

## Expo Details

Set up and take down will be the responsibility of each company reserving and using the table. Set up can begin at 12:00pm and must be completed by 2:30pm, ½ hour prior to start of event. Vendor displays must remain up until the 7:00pm, the end of the event. Vendor is responsible for all clean up and must be completed by 10:00pm on day of event. There will be food service available in the expo area served from the restaurant for purchase.

Vendor will be able to showcase products and services your company offers. Sales of merchandise will be permitted. No outside alcohol will be permitted. Only food and drink as part of your products offered will be allowed for sale. All vendors are asked to bring Chocolate for the Expo guests who stop by your table. In addition to this, we are asking all Vendors to donate a door prize which will be raffled off throughout the event, free to attendees. There is no minimum value to this item, the only requirement is that the recipient should not need to purchase anything to redeem prize. Banners, signs and promotional materials will be permitted.

## Liability

The Doubletree at Reid Park, Chocolate Jazz Business Networking Showcase, Tucson Business Connection, FixMyBadHomeLoan.org, SendOutCards, Wayne Weld, Will Arnold, The Leukemia & Lymphoma Society, Expo Vendors, Sponsors and anyone associated with these companies will not be held liable for any damage, theft or injury incurred during the time of set up, expo, mixer and take down. User assumes all responsibility. By signing this agreement, user also agrees to let Chocolate Jazz Business Networking Showcase use your company name, photos and logos for advertising and promoting of this and any future event.



**VENDOR EXPO TABLE AGREEMENT**  
**CHOCOLATE JAZZ BUSINESS NETWORKING SHOWCASE**  
**CHARITY EVENT FOR THE LEUKEMIA & LYMPHOMA SOCIETY**  
**THE DOUBLETREE AT REID PARK, 445 S. ALVERNON WAY, TUCSON, AZ**  
**TUESDAY, NOVEMBER 16<sup>TH</sup>, 2010 3:00-7:00PM**



**Vendor Information** *(Please Print Clearly)*

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

Company Address: \_\_\_\_\_ City: \_\_\_\_\_ St.: \_\_\_\_\_ ZIP: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Contact Name: *(please print)* \_\_\_\_\_ Email: \_\_\_\_\_

Expo Table Information (Tables are now \_\_\_\_\_):

Electricity Requested? (\$30) \_\_\_ Yes \_\_\_ No Using Floor Display? \_\_\_ Yes \_\_\_ No Internet Requested? (\$15) \_\_\_ Yes \_\_\_ No

**Names for Vendor Badges** *(Please Print Clearly)*

Names will be printed with Company Name and 2 Individual Names. If names are not known now, they must be submitted by Monday, November 8<sup>th</sup> for Badge to be pre-printed.

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

Name of Representative: \_\_\_\_\_ Name of Representative: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*The above signed hereby agrees to all terms and conditions outlined in this agreement. Tables will NOT be assigned until this form and payment have been received. The deadlines are listed in the 1st paragraph. All spaces must be prepaid and are assigned on a first paid basis. Checks are to be made payable to Tucson Business Connection. Credit Card charges will appear on your statement as Innovative Technology Group (ITG Tucson). Mail Checks to: Tucson Business Connection, ATTN.: Will Arnold, 808 E. University Blvd., Ste. 150, Tucson, AZ 85719.*

**Payment** *(Please enter amount):*

Table Cost: \_\_\_\_\_ Electricity Cost: \_\_\_\_\_ Internet Cost: \_\_\_\_\_ Total Amount Due: \_\_\_\_\_

\_\_\_ Check \_\_\_ Visa/MasterCard \_\_\_ Cash

**Visa/MasterCard Credit Card Payment Section**

*(Please Print Clearly)*

Visa/MasterCard No.: \_\_\_\_\_ Exp. Date: \_\_\_\_ / \_\_\_\_

CVV/CVC Code (Back of card): \_\_\_\_\_ Amount To Charge: \_\_\_\_\_

Name (As it appears on card): \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ St.: \_\_\_\_\_ ZIP: \_\_\_\_\_

Credit Card Authorization Signature

Card Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*By signing this form, you are authorizing Tucson Business Connection and Chocolate Jazz Business Networking Showcase to charge your credit card the amount due for an Expo table, (Electricity & Internet, if requested). Charges will appear on your statement as Innovative Technology Group, or ITG Tucson. They are our third party processing partner. Please make note of this.*