Panhandle Prep Expo
Vendor Form
October 4 & October 5, 2025

Business/Org: _____

Contact Name: _____   Phone: _____

Mailing Address: _____

| Street/PO Box | City | State | Zip |

Email Address: _____

Description of Product/Service and how it relates to Preparedness:
_____
_____

10' X 10' Space _____	@ $125 per space ($200 after July 31)	$ _____
10' X 20' Space _____	@ $225 per space ($300 after July 31)	$ _____
End Cap Space _____	@ $300 per space ($350 after July 31)	$ _____

Limited Non-Profit Space is available. **Contact us for more information**.

Preferred Booth Space: #1 _____ #2 _____ #3 _____

Do you need access to electricity in your booth space?	Yes	No	No Charge	
Do you need a table in your booth space?	Yes	No	Add $10 per table requested	$_____
Do you need a tablecloth in your booth space?	Yes	No	Add $5 per tablecloth requested	$_____
			TOTAL:	$_____

Authorized Signature_____   Date _____

By signing and dating this form, I verify that I have read and agree to comply with the Expo Rules for exhibitors that accompany this form.

Make Checks payable to Panhandle Preparedness Expo:

Mail completed application to:
Panhandle Preparedness Expo
PO Box 1289,
Sandpoint, ID 83864

Organized by Panhandle Preparedness, Inc., a 501©(3) non-profit entity for public safety.

Panhandle Prep Expo

Saturday 9am to 5pm and Sunday 9am to 3pm

To all Vendors,

Purpose of the Expo: Our primary focus is on exposing people to the benefits of being prepared for catastrophic events such as flooding, wild fire, earthquakes and ice storms. We are offering information on both short term and long term situations. We invite speakers and vendors (we encourage vendors as   speakers) who are skilled in specific topics to contact us for speaker information.

Exhibitors: All product and service vendors are eligible to participate provided their product or information pertains to the purpose of the Expo. We reserve the right to choose the assortment of entries to help maintain a variety of topics and products for our attendees. After receiving vendor form and booth fee a member of the committee will contact vendor to confirm their space in the Expo. We have limited no-fee spaces available for non-profit organizations; contact us for availability**.**   **Initial_____**

Booth Fees: Space is 10'x10' with early bird registration of $125 by July 31. After July 31 the fee is $200 per space ($300 for 10'x20' and $350 for end cap). Each space comes with two chairs. Electricity provided upon request. Tables provided for $10 each.   Tablecloths for an additional $5.00 each. **No refunds after July 31st**   **Initial_____**

Booth Set Up: Doors will be open to vendors Friday evening 2:00-7:00 pm, and **no vendors will be allowed in the building after 7pm**. Saturday morning 7:00-8:30am and vendors must be set up by 8:30 am. All vendor space must be emptied Sunday evening after the event.
                                                                           Initial _____

Event Promotion: We will be using the internet, website (http://panhandleprep.org/), Facebook, and Instagram pages as sources of promoting. As the event gets closer we will use radio, newspaper, posters, flyers, and more. We encourage our vendors and speakers to help promote with your customers, at other events and via social media. If you'd like your logo to be on our website, please send it when you send in your vendor form.

Non-Profit Status: As we are a not-for-profit organization, our goal is to provide the information to attendees as economically as possible. Registration fees are used primarily for marketing. We also use the fees to pay for the facility and any overhead costs. The committee members donate their time and resources. No committee member receives remuneration.

Security will provided for the exhibit floor both Friday and Saturday evenings.

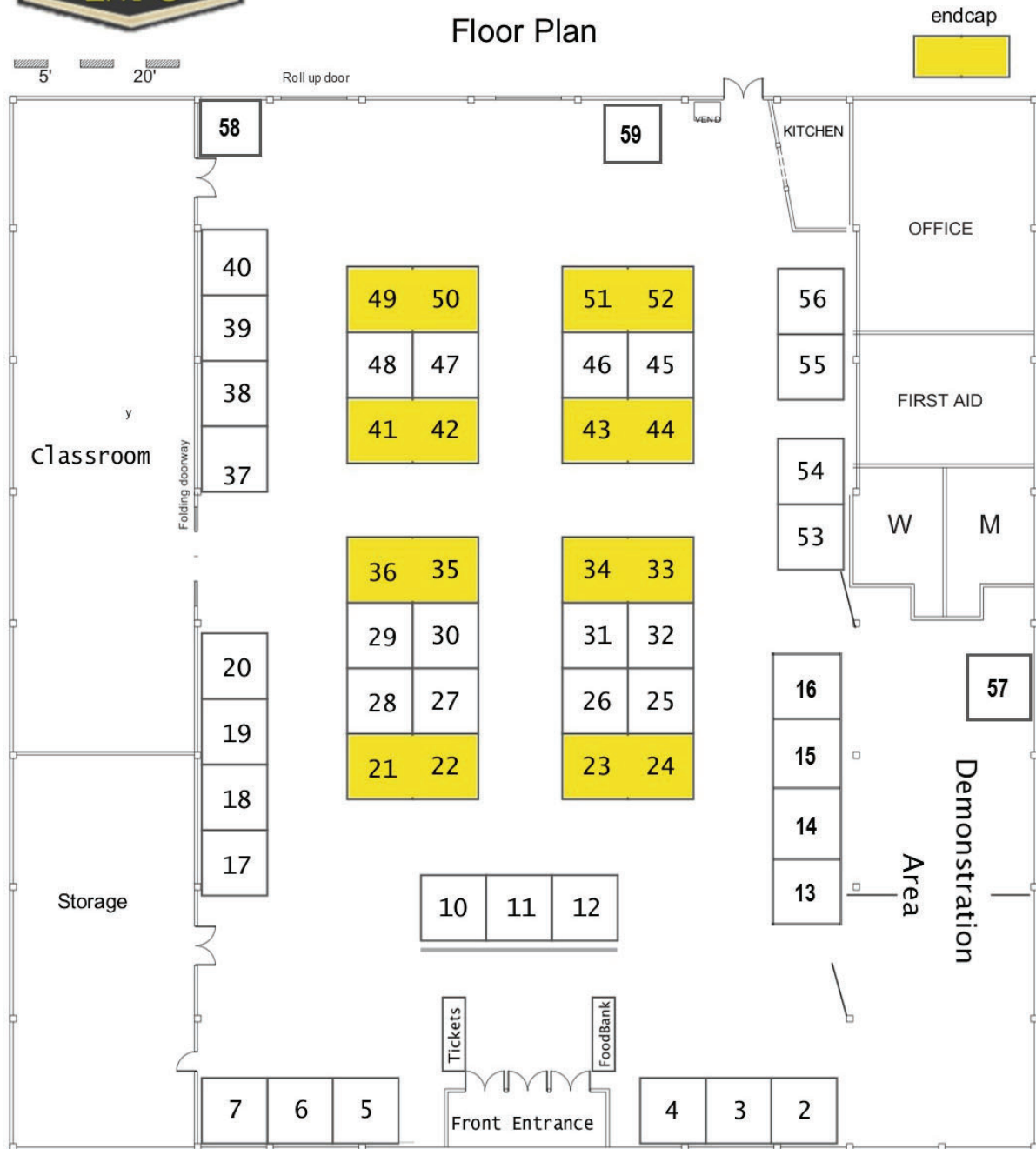**Firearms:** All firearms must remain holstered.

Media Relations: As a non-profit organization sponsored by a public entity, **media representatives are not allowed to attend the Expo, without Prior written consent of the Panhandle Preparedness Expo Board.** All media must identify themselves as media. Be advised that you are not required to consent to any interview by any media representative.
                                                                           Initial _____

Panhandle Prep Expo
Sandpoint, Idaho

endcap

Floor Plan

5'   20'

Roll up door

VEND   KITCHEN

58   59

OFFICE

| 40 | | 49 | 50 | | 51 | 52 | | 56 |
| 39 | | 48 | 47 | | 46 | 45 | | 55 |

FIRST AID

38		41	42		43	44	
37								54
								53

Classroom

y

Folding doorway

W   M

| 36 | 35 | | 34 | 33 |
| 29 | 30 | | 31 | 32 |

| 20 | | 28 | 27 | | 26 | 25 | | 16 | | 57 |
| 19 | | 21 | 22 | | 23 | 24 | | 15 | |

Demonstration Area

| 18 | | | 14 |
| 17 | | | 13 |

Storage

| 10 | 11 | 12 |

Tickets   FoodBank

| 7 | 6 | 5 | Front Entrance | 4 | 3 | 2 |

BONNER COUNTY FAIRGROUNDS
MAIN EXHIBIT BUILDING