

ST. ANDREW BAY QUILTERS' GUILD, INC

2019 QUILT SHOW "Quilts From the Heart"

FEBRUARY 8 & 9, 2019

VENDOR AGREEMENT

Venue: Florida State University, Holley Center, 4750 Collegiate Dr., Panama City, Fl.  
850-770-2116

Dates/Times: Set Up - Thursday, February 7, 2019 6:00 am - 4:00 pm, Preview Show 6-8:00 pm

Show -Friday, February 8 and Saturday, February 9, 2019 9:00 am - 4:00pm

Take Down- Saturday, February 9, 2019 4:00 pm

Completed Form to: Jo-Ellen Rogers, 2711 Talon Ct., Panama City, Fl. 32405-6672

Booth Space: Single Space is 10' x 10' draped

Each 10' booth will contain (2) 5' x 2' tables with two chairs. (If you prefer, a standard 8 ft table is available from Convention Services for \$26.00 each. SABQG will procure for you)

Booth Rental Fee: \$250.00 Full Fee due: January 10, 2019 Extra Table fee \$26.00 per table

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Daytime phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Description of items you will be offering in your booth \*attach business card to application, if possible

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applications available May 15, 2018

Application due by: November 1, 2018 Deposit Fee: \$50.00 per 10 ft. booth, \$100 for double booth space Deposit Fee due at application. Final Booth rental fee due by January 10, 2019

Additional terms, conditions and important information

\*Vendor space is limited. Vendors will be accepted on a first-come-first-serve basis.

\*No display items or signs may be attached to the wall or drape of venue

\*Tables must be skirted or covered to the floor; electricity is available

\*Vendors requested to be open the evening of February 7, 2019 for the Preview Party, 6:00- 8:00 p.m.

\*Vendors required by law to collect and remit Florida state sales tax

Vendors may have no more than two daily specials at no more than a 30% reduction in standard selling price

\*Notification of approval for booth space will be done via email.

\*Exhibitor acknowledges that St. Andrew Bay Quilters' Guild does not accept responsibility for the property of the exhibitor during the time of the show.

\*St. Andrew Bay Quilters' Guild will provide the security of the premises after show hours.

\*Cancellation policy: Full refund will be given for any cancellations before January 5, 2019. Cancellations after that date will not be refunded. Cancellations should be made in writing delivered to: Jo-Ellen Rogers, 2711 Talon Court, Panama City, FL 32405-6672 or phone (850)769-1314

\*All checks should be made out to: St. Andrew Bay Quilters' Guild

\*Website for further information at [www.sabqg.org](http://www.sabqg.org)

The below vendor agrees to all terms and conditions of this application.

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

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\*\*\*Directions to the venue: Holley Center, FSU/PC is located on Collegiate Dr., Panama City. Travel South on Hwy 231 to US 98 West. Turn right at last signal before Hathaway Bridge to Collegiate Dr.

\*\*\*Major hotels and restaurants located on 23<sup>rd</sup> St., Panama City or on Panama City Beach