



Vendor Application

2019 Show Dates/Times

Set up: Wednesday, April 24, 10AM to 4 PM

Gala Preview Dinner: April 24, 6-7 PM (optional)

Show: Thursday, Friday and Saturday, April 25-27,
9AM - 4PM

Dismantle: Must be completed by April 27, 6PM

Lorraine Nilson, 155 W Palm Blvd, Montgomery, Texas 77356

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www.stmarysquiltshow.com

[Facebook/stmarysquiltshow](https://www.facebook.com/stmarysquiltshow)

Planning has begun for the St. Mary's Quilt Show, 2019. We would like to offer a wide variety of products, for our guests. You are invited to apply for a space in our Vendor Mall, which will be located in our beautiful church hall. There are also a limited number of spaces outside of the hall. If you are interested in vending at our show, please forward the completed vendor application and check by mail. **The deadline for applications is January 25, 2019.** Our 2018 show was well attended and our vendors were very pleased with the show and with their sales. We had over 2200 people in attendance. We expect even more in 2019 as our show continues to grow!

- If you have not vended with us before, we request that you provide up to 3 photographs of your actual booth with the application. Only vendors with prior event experience will be considered.
- We will respond via telephone or email to confirm your participation no later than February 8, 2018.
- Our charge will be \$175.00 for a 10X10 indoor space or \$350.00 for a 10X20 indoor space. Outside 6X15 spaces are \$100.00. This fee is non-refundable after February 8, 2019. Please include this fee with your application. If we do not have a space for you, your check will be returned. Or, if you wish, you may be added to our wait list.
- We will supply tables and chairs for your booth. Please let us know if you must have electricity. You should provide your own business sign.
- There will be a Gala Preview Dinner on Wednesday evening. Indoor vendors may sell merchandise to our guests in the hour prior to dinner, from 6pm to 7pm. This time is optional.
- Insurance and liability are the full and sole responsibility of the vendor. The vendor indemnifies and agrees to hold harmless the St. Mary's Quilt Show and all people associated with the Quilt Show from any damage to property or bodily injury to vendor, his agent, representatives or employees.
- The Church and Hall will be locked overnight. Outdoor vendors should move merchandise inside each evening.
- If you require assistance with unloading or loading, we will be offering that service for a two hour minimum for \$25 on each day. Cash paid directly by you to the provider.
- You will receive lunch vouchers for all days from our Café. One voucher per day for a 10X10 space and two vouchers per day for a 10X20 space. We will provide assistance for you, if needed, during lunch and breaks.
- Each vendor must have a sales tax permit and is responsible for collecting and remitting the Texas sales tax on taxable sales. **Please attach a copy of your sales tax permit.**

Business Name: _____

Address: _____ Town _____

Zip _____

Phone: _____ Website: _____

Contact Name: _____

Email Address: _____

Space Dimensions requested: ___ indoor 10X10 ___ indoor 10X20 ___ Outside 6X15

Is electricity essential? YES or NO

I will be open on Thursday from 6pm to 7pm. YES or NO (only indoor vendors)

Number of 8 foot tables required: _____ Number of chairs required: _____

Please let us know if this changes before set up day, since access to our tables and chairs will be limited during set up.

Unloading Service Wednesday 2 hour minimum for \$25 _____ Time: _____

Loading Service Saturday 2 hour minimum for \$25 _____ Time: _____

Nature of Business: List the features of your business and explain what attracts quilters and others to your merchandise. **Please include up to 3 photos of your booth if you have not vended with us previously and a copy of your Sales Tax Permit.**

Signed by Vendor: _____ Date: _____