



## TVQA Assembly Day 2025

at Lane Agri-Park Community Center (Murfreesboro, TN)

July 12, 2025, 9:00 am – 5:00 PM

### Vendor Application

Contact Name: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Description of item(s) to be sold (please be specific): \_\_\_\_\_

### **Spaces available for Rent** (all spaces are indoors):

Item	Cost	Qty	Total
10 x 12 area	\$50		

- ☞ One table and two chairs will be provided upon request for any space. Please specify if you need additional tables or chairs. (Please note that quantities are limited and will be provided in the order they are requested, if available. Be prepared to provide additional tables if needed.)
- ☞ Space payments may be submitted on the TVQA website or by mailing a check or money order payable to TVQA. If submitting by mail, please send a completed application to:  
Karen Dye, 1003 Bolton Dr., Smyrna, TN 37167
- ☞ One complimentary lunch from McAlister's will be provided per space. Please select from the following so we can ensure your meal is available. Additional meals may be purchased for \$13. Water will be provided throughout the day.

Qty	Description
	Black Forest Ham & Swiss Cheese, Chips, Cookie
	Roasted Turkey with Provolone Cheese, Chips, Cookie
	Veggie with Cheddar Cheese, Chips Cookie (spinach, tomato, cucumber, red onion, house-roasted multi-colored peppers, avocado and herb mayo)
	No lunch

## Please Note:

- Assembly Day 2025 will be held on July 12, 2025, at the Lane Agri-Park Community Center. 315 John R Rice Blvd., Murfreesboro, TN 37129
- The vendor registration deadline is **June 1, 2025**. The event is limited to 20 vendors, with one space per vendor. If your registration comes after the 20th entry, you will be put on a waitlist in the event of cancellation.
- Setup will be on Friday, July 11, from 3:00 p.m. to 8:00 p.m. Booth breakdown will follow the event on Saturday, July 12th. All items must be removed by 8:00 p.m. on Saturday.
- Vendors must set up and be ready to sell before the start of the event on Saturday morning.
- Vendors must be represented in their booth at all times during the event.
- Vendors are responsible for cleaning their rental space and removing all trash immediately following the event's conclusion.
- Vendors are responsible for their booth and goods. TVQA, Lane Agre-Park Community Center's owners, agents, officers, employees, and volunteers are not responsible for lost or stolen items.
- Vendors may withdraw from the event with the following fee schedule:
  - more than 60 days prior = full refund (on or before May 12)
  - 30-60 days prior = 50% refund (between May 12 and June 12)
  - Less than 30 days prior = no refund (after June 12)
- Door prize donations are appreciated but not required.
- Food preparation, candle burning, alcohol consumption, and firearms are prohibited inside the facility.
- Extension cords will not be provided.
- Wi-fi is available for credit card payment for purchases.
- If you are a registered charity wishing to contract a booth, please contact Karen Dye or Carol Tessmer.
- If you have any questions, please contact Karen (931-580-3951; [karendye1002@comcast.net](mailto:karendye1002@comcast.net)) or Carol (916-251-6033; [caroll0303@yahoo.com](mailto:caroll0303@yahoo.com))