



Vendor Agreement

Business Name (As it should appear in program)	
Address	
City, State, Zip	
Contact Name(s)	
Phone Number(s)	
Email address	
Web-site address/URL (For a link to our website)	
Brief description of quilt-related products or services	

Space reserved for the Amelia Island Quilt Guild, Inc. 12th Triennial quilt show, Quilts by the Sea, at the Peck Center Gymnasium, February 25-26, 2011 is for the exclusive use of the business named above.

Booth space is approximately 10' x 10' and includes two (2) tables, two (2) chairs, and one (1) electrical connection. The price per booth is \$150. Vendor may reserve up to two booth spaces at \$150 per space.

Payment in full must accompany this signed agreement and be returned to:

Linda Martin
873 Laguna Drive
Fernandina Beach, FL 32034

Make check payable to: Amelia Island Quilt Guild, Inc.

Vendor responsibilities:

1. Pay fees for booth rental.
2. Provide at least one representative in the booth at all times during show hours. Vendor representatives will wear designated quilt show ID while in the exhibit area.
3. Be respectful of other vendors and use care to not deface, mar or damage the gymnasium facility and premises.
4. Provide a door prize that will be raffled during the quilt show. Vendor name will be associated with the prize.
5. Vendor is responsible for draping, backdrops, table coverings, display racks, auxiliary lighting, booth signage, and any other furnishings needed other than the two (2) tables and chairs specified above.
6. Set-up booth space on February 24, 2011 and take down booth immediately at the close of the show, but not before 5:00 p.m. on February 26, 2011.
7. Vendor is solely responsible for collection and payment of any sales taxes that may be due.

Amelia Island Quilt Guild will:

1. Host a two-day quilt show on February 25-26, 2011 at the Peck Center Gymnasium, 510 S. 10th Street, Fernandina Beach, FL.
2. Provide approximately 10' X 10' of floor space per booth.
3. Not be responsible for loss, damage, or theft of vendor merchandise or injury to the vendor or their personnel.
4. Include vendor name and website link (if applicable) in promotional materials advertising the quilt show.

Vendor has read and agrees to comply with terms of this agreement.

Non-refundable payment of \$_____ is enclosed for the rental of _____ space(s).

By signing I agree to be a vendor for the Amelia Island Quilt Guild, Inc. show, February 25-26, 2011 and to furnish a door prize for the raffle.

Signature _____ Date _____

(Please keep a copy of this agreement for your records.)