



Old Man River QuiltFest
Vicksburg, MS

You are invited to participate as a vendor at the Old Man River QuiltFest to be held August 22-26th, 2017. The Old Man River QuiltFest will be held at the Vicksburg Convention Center, 1600 Mulberry Street, Vicksburg, MS.

We are already receiving phone calls and emails concerning the show. People are very excited about the return of this exhibit. We had approximately 2800 attendees last year. We expect more this year.

We will be advertising the Old Man River QuiltFest through social media, regional publications, networking with other vendor's websites, and printed flyers. If you have other ideas or suggestions, please submit them.

Show fees include a vendor listing in the Quilt and Vendor Show Booklet.

Attached is a vendor's contract for your use in guaranteeing a space for this exciting show. Based on inquiries, we look forward to hosting a variety of quilting vendors from several states. We hope you will join us by completing the attached contract and returning it *along with your 50% deposit ASAP*.

Spaces are limited and will be reserved on a **first-come, first served basis**.

Forms are to be mailed to Kay Elliott, 31 Willow Creek Drive, Vicksburg, MS 39183. Should you have any questions, feel free to email Kay at stitch-n-frame@att.net.

We look forward to having you participate in our second year of the Old Man River QuiltFest.

After 2017, the show will be held bi-annually.

Old Man River QuiltFest

Exhibitor's Contract

LOCATION: Vicksburg Convention Center
1600 Mulberry Street
Vicksburg, MS 39180

SETUP: Tuesday, August 22, 2017 - 8:00AM - 5:00PM

SHOW: Wednesday-Friday, August 23-25, 2017 – 9:00AM-5:30PM
Saturday, August 26, 2017 – 9:00AM – 4:00PM

TAKEDOWN: Saturday, August 26, 2017 – 4:00PM-7:00PM (No Early Breakdown)

BOOTHS: 10 X 10 - \$ 500.00 (1-8 ft. table) *
10 X 20 - \$ 850.00 (2-8 ft. tables) *
10 X 30 - \$ 1,400.00 (3-8 ft. tables) *
20 X 20 endcap - \$2,000.00 (4-8 ft. tables) *
20 X 20 island - \$2, 500.00 (4-8 ft. tables) *

***Please indicate if you do not require or need this many tables**

Each space will include:

- Side and back drapes
- Tables as outlined above
- 2 chairs

Additional tables will be available at \$10 each

Electrical connection is available at \$50 per booth

Note: Vendors are responsible for all additional set up items such as shelving, hangers, power strips, surge protectors, extension cords, etc.

PAYMENT: A deposit of 50% is due with the submission of this contract. Deposits are nonrefundable if **not cancelled by March 25, 2017.**

The balance is due by May15, 2017. If you cancel after this date, 50% of the balance paid will be refunded IF Old Man River QuiltFest can resell your booth to another vendor. The initial deposit will not be refunded if you cancel after March 25th, 2017.

All cancellations must be in writing to and received by Kay Elliott, before the dates listed above.

In the event the show cannot open by an Act of God, terrorist threat, public enemy, the above deposit/balance and/or any fees paid may not be refundable.

TAXES: Vendors are responsible for charging and paying sales tax. Tax forms will be provided to each vendor at the show. MS sales tax rate is 7%. Please be prepared to pay Sales Tax BEFORE leaving show.

Sponsorship information will follow upon receipt of signed contract and deposit.

IMPORTANT ADDITIONAL INFORMATION

Insurance and liability are the full and sole responsibility of the vendor. The vendor indemnifies and agrees to hold harmless Old Man River QuiltFest, and the Vicksburg Convention Center and their officers, directors, employees, and agents, from and against any actions, losses, costs, damages, claims and expenses (including attorney's fees) arising from any damage to property or bodily injury to the vendor, his agents, representatives, and employees by reason of the vendor's occupancy of or the use of the exhibition facility.

This contract is not transferrable.

Booth sharing or sub-letting is prohibited without the consent of Old Man River QuiltFest.

No unloading prior to commencement of setup period or no breakdown prior to the stated time in this contract. If this policy is violated, you risk not being invited back as a vendor.

All vendor lighting must be plugged into electrical strips. Vendor must provide extension cords and surge protectors. Old Man River QuiltFest retains the right to change these provisions or add others in the interest of safety or protection of property.

All merchandise must be removed in a timely fashion on Saturday afternoon at the close of the show.

Load out rules will be issued at a later date.

QUILTFEST 2017 EXHIBITOR'S CONTRACT

RETURN THIS PORTION TO THE VENDOR CHAIR, Kay Elliott

Deposit of 50% due NOW.

Balance due by May 15th, 2017.

If time permits in QuiltFest's schedule, are you interested in presenting 15-minute vendor demonstrations? _____yes _____no

Would you be willing to donate an item(s) to be included in door prize baskets?
_____yes _____no

Would you be willing to be a show sponsor? _____yes _____no

Would you be interested in an ad for the show program? _____yes _____no

Booth Size: _____ \$ _____

of Additional Tables: _____ @ \$10 Each \$ _____

Electrical: _____ @ \$50 \$ _____

Total Fees \$ _____

BUSINESS NAME: _____

BUSINESS WEBSITE: _____

VENDOR'S NAME: _____

NAME FOR BADGES: _____

ADDRESS: _____

CITY: _____ **STATE** _____ **ZIP** _____

DAY TELEPHONE:(____) _____

EVENING/CELL TELEPHONE:(____) _____

FAX:(____) _____

E-MAIL ADDRESS: _____

SIGNATURE: _____ **DATE** _____

CHECK ENCLOSED FOR \$ _____ **(payable to Old Man River QuiltFest)**

Mail to: Kay Elliott, 31 Willow Creek Dr., Vicksburg, MS 39183. Receipt of your deposit will be acknowledged via email. For further information, you may contact Kay at (601) 634-0243. Please retain a copy for your records.

Please list the items you will be selling in your booth.

Please return registration form and deposit payable to Old Man River QuiltFest to:

**Kay Elliott
31 Willow Creek Dr
Vicksburg, MS 39183**