

NORTHWEST QUILTERS 44th ANNUAL FESTIVAL OF QUILTS
VENDOR CONTRACT

Place: Portland Expo Center, Hall E, 2060 N. Marine Drive, Portland, OR 97217

Dates: Friday and Saturday, May 11-12, 2018. Set-up day, Thursday, May 10.

Business Name _____

Contact Person's name _____

Address _____

City, Zip _____

Contact Phone _____ E-mail address _____

Website _____

Describe what you will be selling: _____

Names of those attending, for name badges _____

BOOTH SIZE AND RATES:

10x15 - \$275 ea. x _____ = \$ _____

10x20 - \$395 ea. x _____ = \$ _____

10x30 - \$480 ea. x _____ = \$ _____

TOTAL A \$ _____

TABLE AND SKIRTING RATES:

Table 6'x30" \$10 ea. x _____ = \$ _____

with skirting \$20 ea. x _____ = \$ _____

Table 8'x30" \$12 ea. x _____ = \$ _____

with skirting \$22 ea. x _____ = \$ _____

Chair \$4 ea. x _____ = \$ _____

TOTAL B \$ _____

Total from A \$ _____

Total from B \$ _____

Total from C \$ _____

GRAND TOTAL \$ _____

Less 50% dep. \$ _____

Amount owing \$ _____

*Would you like a corner booth?: **Yes** _____

PARKING PASSES:

In/out privileges for 2 days of show

(Set-up day free)

\$16 per vehicle total for both days

\$16 x _____ = \$ _____

TOTAL C \$ _____

No _____, **Either One** _____

Fees: A deposit of 50% of your total fees is due by **Wednesday, January 17th, 2018**, and the balance by **Wednesday, March 14th, 2018**. All monies are refundable until March 14, 2018. All monies are transferable to another uncontracted vendor you supply. However, **after 3/14/2018 all monies are non-refundable.**

Electricity will be provided by Hollywood Lights (www.hollywoodlights.biz or 503-232-8855). If you plug in anything you **MUST** order electricity and/or extra lighting for your booth. We suggest you contact Hollywood Lights before the show for better prices. Attached is a copy of their price list for your convenience. If you are ordering on-line from them, the code is NWQF 18.

Advertising rates and information on placing an ad in our show brochure are attached.

Indemnification and Release: Vendors shall be liable for and pay all costs and expenses arising from any and all injury, damage or loss of any kind, to any person or property that may arise from Vendor rental and occupation of sales space at the event. By signing this contract, the Vendor hereby expressly releases the Northwest Quilters, Inc. guild and show, its planning committee, and the Portland Expo Center from any and all liability, for any injury, damage or loss of any person or property that may arise from Vendor's rental and occupation of exhibit space at the event. Vendor shall at its own cost and expense obtain all necessary insurance coverage to enable it to meet these foregoing obligations.

Contract Acceptance: I, the duly authorized representative of the undersigned organization, agree to the rules and regulations associated with my involvement as a vendor.

Business Name _____ Date: _____

Signature _____ Title/position _____

PLEASE MAKE CHECKS PAYABLE TO: NORTHWEST QUILTERS, INC.

Send signed vendor contract and all checks to:

Betsy Holzgraf
Northwest Quilters, Inc. vendor chair
P. O. Box 82158
Portland, OR 97282-0158