



August 20-22, 2020 Vendor Application

Thank you for your interest in participating as a vendor at the 2020 Star Valley Quilt Trail Show. Please read the information below, complete the form and return it with a booth picture and your payment. We suggest that you keep a copy of this form for your own records.

- Vendors will be assigned booths as we receive their application and payment. The deadline for applications is May 31, 2020.
- Approved vendors will be listed on our website with a link to your website, in the show program, and on our Trail and Google Maps.
- Fee for a 10x10 booth is \$150.00. Cancellation Policy: fee is 50% refundable if received prior to April 15, 2020. Fees received after April 15, 2020, are non-refundable.
- Balance of any fees due will be collected by a SVQT representative on August 19th via check only.
- A 10' x 10' vendor booth receives (1) 8-foot table, 2 chairs, 1 electrical hook-up (if needed), an 11" x 17" booth sign, and 4 badges *maximum* for you and your staff. Parking is free. All booths will be indoors. All indoor locations will be locked daily after the show. There will be no entry after the doors are locked.
- Set-up is August 19th, 9 am to 4 pm. All vendors must be set up by 9:00 am on August 20th. Vehicles must be removed to an appropriate parking location.
- Booth must be open during stated show hours and tended by vendor at all times.
- Booth may not be taken down until show closes.
- All vendors are required to wear show badges at all times beginning August 19th through August 22nd when inside the show locations. A SVQT representative will be on hand to distribute badges on August 19th.
- Insurance and liability are the full and sole responsibility of the vendor; vendor is required to show proof of liability insurance if requested.
- Security and safety are taken very seriously by the SVQT. Vendors are required to enter and exit through designated doors. No exit doors may be propped open during show hours.
- All doors, fire pulls, emergency lights, and aisles shall be kept clear according to the Fire Marshall.
- Lunch options are limited in the valley. We will provide a sandwich box lunch if selected.
- Please complete the form below, sign it, and return it with a booth picture and your check payable to Star Valley Quilt Trail:

Star Valley Quilt Trail – Vendor Form
72 North Branch 7027
Star Valley Ranch, WY 83127

Office Use:
Rec'd _____ Pmt _____
Assigned Space _____

Business Name:
Address:
Contact Name:
Business Phone: Cell Phone:
Email:
Company Website:
General description of items to be sold or services:
I will need electricity: _____
of Badges: _____ (4 maximum)
Badge Names: _____

Fee (3 days) \$75.00 deposit must accompany this form
10' x 10' space \$150.00
Lunch \$6.50/person/day _____
Total Amount Due _____
I HAVE READ THE WEBSITE INFORMATION AND THESE GUIDELINES AND AGREE TO ABIDE.
SIGNATURE _____

Date _____