

**Carson Valley Quilt Guild 2024 National Quilt Show
Rules and Regulations**

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Booth sizes and prices are as follows (pipe and drape will be provided at no charge to you, by our guild for all vendor booths):

A. 10’ x 10’ - $275

B. Corner booth – 10’ x 20’, 20’ customer access area - $375

Multiple booths can be combined subject to availability. We will make every effort to assign booth number(s) as requested, but assignments will be on a first-come first-serve basis. The floor plan on our website will be updated periodically as booths are assigned.

The booth price includes the floor space, pipe and drape for your booth, and an electrical outlet. You must provide your own tables, display equipment, seating, electric extension cords etc. Vendor setup will be on Friday, May 31, 2024, from 10:00AM to 7:00PM., and we will contact you well in advance of the show with the details. There will be ample, close vendor parking and easy access to the show area for unloading and bringing in booth items.

* There can be absolutely NO use of duct tape or gorilla tape on the floor – Gaffers tape only!
* Any items with metal that will touch the floor must have a piece of carpet or similar padding underneath.
* No pets allowed inside the Community Center.
* If you are an out-of-state vendor, please bring a check to pay for your Sales Tax which we must collect at the close of the show.

We ask each vendor to donate one door prize (merchandise or website coupon) valued at $20 - $30 to be awarded during the show. In addition, each vendor has the opportunity (optional) to conduct a 15 – 20-minute demonstration in their booth during the show, which would consist of a technique, a product or topic of your choice. Free demonstrations are an attractive feature for show attendees and serve to increase traffic to your booth. There will be a demonstration schedule displayed at the show entrance, as well as an announcement about 10 minutes before each demonstration begins. We will include a vendor location map in the show program along with the vendor’s website and contact information.

Our guild will provide an on-site potluck dinner for vendors and staff on Friday evening which we would love to have you attend! You of course do not provide any of the food – just enjoy. After dinner you will be able to continue setup until 7:00PM.

Booth cancellations will be accepted no later than March 1, 2024, for a refund, minus a 10% administration fee. After March 1st, the fee will be non-refundable unless we can fill the space from the wait list.

By submitting the online application I understand the following

* I will offer the merchandise or service I listed above, or contact the Vendor Chair with any changes at least 60 days prior to the quilt show.
* I will provide one door prize of merchandise at a $20 - $30 value.
* CVQG will provide booth space, pipe and drape, and an electrical outlet. I will provide tables, display equipment, seating, etc.

 I understand I must provide my own insurance coverage and agree to hold the Carson Valley Quilt Guild harmless against any claims arising out of loss due to fire, theft, vandalism, destruction, injury, damage and/or any other cause, to any person or property including but not limited to materials, supplies, equipment, stock-in-trade or any other property in connection with the use of such space, storage and/or staging areas, or any activity related to the transportation to, display within or removal from such space and its environs.

Don’t miss this opportunity to participate in northern Nevada’s premier Quilt Show!

Vicki Martin, Vendor Co-Chair Elaine Robertson, Vendor Co-Chair

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