

# Shipshewana Quilt Festival



## VENDOR APPLICATION - JUNE 20 - 23, 2018

Please return this completed and signed form by October 15, 2017

Location: Shipshewana Event Center

### Dates/Times:

**Set-up:** Tuesday, June 19<sup>th</sup> 1 pm - 7 pm and Wednesday, June 20<sup>th</sup> 8 am - 11 am

**Show:** Wednesday, June 20<sup>th</sup> 12 pm - 5 pm  
Thursday June 21<sup>st</sup> & Friday June 22<sup>nd</sup> 9 am - 5 pm  
Saturday, June 23<sup>rd</sup> 9 am - 3 pm

**Teardown:** Saturday, June 23<sup>rd</sup> 3 pm

**Booth fees:** Includes 8' back and 3' side pipe and drape

<u>Check one</u>	<u>Booth size</u>	<u>Price Total</u>	
<input type="checkbox"/>	10' w x 6' d	\$ 350.00	\$ _____
<input type="checkbox"/>	10' w x 10' d	\$ 450.00	_____
<input type="checkbox"/>	20' w x 10' d	\$ 725.00	_____
<input type="checkbox"/>	30' w x 10' d (non-rectangular)	\$ 1,000.00	_____

### **Optional Equipment Order Form**

<input type="checkbox"/>	Optional 8' side pipe & drape	\$ 25.00	_____
<input type="checkbox"/>	Electric access only no power strip	\$ 30.00	_____
_____	30" X 8' draped table	\$ 25.00 ea.	_____
_____	30" X 8' undraped table	\$ 10.00 ea.	_____
_____	Chairs	\$ 5.00 ea.	_____

**Grand Total** \$ \_\_\_\_\_

Business Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, and Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website URL: \_\_\_\_\_ IN Sales Tax Number: \_\_\_\_\_

Description of goods/services you will offer in your booth (attach additional details if desired).

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## **Additional terms, conditions and important information:**

- Vendor fees are due at time of application. Application fees will be returned if not selected.
- Cancellations must be made in writing delivered to: Shipshewana Quilt Festival, PO Box 245, Shipshewana, IN 46565, by May 1, 2018.
- In the event of vendor cancellation, all paid fees are not refundable.
- Vendor show fee includes
  1. Booth and Optional Equipment
  2. Vendor listing in Quilt Show Booklet
  3. Listing on [ShipshewanaQuiltFest.com](http://ShipshewanaQuiltFest.com) website and link to vendor website.
- To maintain the integrity of the show and in an effort to be fair to all those merchants participating, we have adopted a policy of no overall discounting.
- Tables must be draped to the floor unless items under the table are for sale and displayed tastefully.
- Booth sharing or sub-letting is prohibited without the consent of the Shipshewana Quilt Festival.
- This contract is non-transferable.
- No nailing or affixing any objects to the property of the Shipshewana Event Center.
- No unloading prior to commencement of set-up and no packing up prior to the closing time stated in this contract.
- All extraneous booth decorations must be fireproof.
- All vendor lighting must utilize purchased electric access.
- All pipe and drape is the responsibility of the vendor throughout the entire show.
- Vendor booth must remain open during all show hours.
- All merchandise must be removed in a timely fashion Saturday afternoon at the close of the show.
- Shipshewana Quilt Festival retains the right to change these provisions or add others in the interest of safety or the protection of property.
- Indiana State Law requires retailers to collect and remit 7% sales tax on all sales in the state of Indiana.
- Insurance and liability are the full and sole responsibility of the vendor. Vendor is responsible for obtaining its own general liability insurance for the show dates, including set-up and teardown. The Shipshewana Quilt Festival is not responsible for replacement of lost or stolen goods.
- Vendor agrees to make no claim against Shipshewana Quilt Festival, its affiliates, employees, agents or representatives, or the owners of the Festival premises for loss, theft, damage or destruction of property, or for any injury to Vendor or its agents and employees that may occur to from any cause whatsoever.
- Vendor agrees to indemnify, defend and hold harmless Shipshewana Quilt Festival, its affiliates, employees, agents, and representative and Venue from any and all liabilities, losses, damages, costs and expenses (including reasonable attorneys' fees) due to, arising from, or in connection with any claim, suit, judgment or proceeding related to property loss or damage or bodily injury as a result of the vendor's occupancy or use of the facilities.

The below vendor agrees to all terms and conditions of this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this completed and signed form by October 15, 2017 to: Shipshewana Quilt Festival, PO Box 245, Shipshewana, IN 46565. Payment must accompany application for consideration. Application fees will be returned if not selected. Vendor application becomes valid contract upon acceptance and notification by the Shipshewana Quilt Festival. Please keep a copy of this completed form for your records.**