**Northwest Quilters 46th Annual Festival of Quilts Vendor Contract**

Location: Camp Withycombe15300 SE Minuteman Way, Clackamas, OR 97015

Dates: Friday and Saturday, March 20-21, 2020. Set-up day is Thursday, March 19.

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

Contact person’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Names of those attending (for name badges): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Booth size and cost**: **Tables and Chairs**

(Includes pipe and drapes)

10 X 15 ($275) : $\_\_\_\_\_ table 6 ft, no skirting, $5 ea. X \_\_\_ = $\_\_\_\_

10 X 20 ($395) : $\_\_\_\_\_ table 8 ft, no skirting, $5 ea. X \_\_\_ = $\_\_\_\_

10 X 30 ($480) : $\_\_\_\_\_ table, round, no skirting $5 ea. X \_\_\_ = $\_\_\_\_

 chair $1 ea X \_\_\_ = $\_\_\_\_

 SUBTOTAL A: $\_\_\_\_\_ SUBTOTAL B: $\_\_\_\_

SUBTOTAL A: $\_\_\_\_\_\_\_\_\_

SUBTOTAL B: $\_\_\_\_\_\_\_\_\_

GRAND TOTAL: $\_\_\_\_\_\_\_\_\_\_

Booth preferences (such as corner, location etc):

**Payment:** A deposit of 50 percent of your total fees Is due by Thursday, December 12, 2019, and the balance by Thursday, February 20. All monies are refundable until February 20, 2020.

**Make checks payable to: Northwest Quilters, Inc.**

Require electricity? Yes / No (We will locate the booth near an outlet.)

 Power used for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note: Electricity is provided but for booth location and planning we will need to know what you will be using (e.g. cash register, sewing machine, iron etc.)

Parking is free. Identification is required at the gate to Camp Withycombe.

**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 exhibit or 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 Camp WIthycombe from any and all liability for any injury, damage or loss of any person or person or property that may arise from Vendor’s rental and occupation of exhibit or sales space at the event. Vendor shall obtain all necessary insurance coverage at its own cost and expense 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: \_\_\_\_\_\_\_\_\_\_\_\_\_

Send signed vendor contract and checks to:

Northwest Quilters, attention: Sally Trude

P.O. Box 82158

Portland OR 97282-0158

Please make checks payable to: Northwest Quilters, Inc.