



Ladies of the Lakes Quilt Guild 2010 Quilt Show

Vendors Terms and Conditions

1.ACCEPTANCE POLICY-LOLQG reserves the right to determine Vendor selections. These selections will be made considering the product variety, requested booth size and application postmark date. No reminder notices will be sent.

2.BOOOTH LOCATION-LOLQG will make every attempt to honor the first booth size selection indicated on the Vendor application. If, in its sole discretion, LOLQG deems it in the best interest of the show, LOLQG may assign Vendor alternate booth size.

3.DEPOSIT AND PAYMENT- A deposit of ½ the TOTAL FEE shall be paid at the time of your reservation. The remaining balance of the fee shall be paid no later than January 10, 2010. Final payment reflects assigned booth size and options.

4.DEFAULT IN OCCUPANCY- In the event Vendor fails for any reason to check in with the LOLQG Vendor Representative by 10AM on Thursday, March 4, 2010, LOLQG shall have the right without further notice to Vendor, to take possession of said space. Vendor agrees to all sums previously paid by Vendor shall be deemed to be liquidated damages from Vendors default.

5.PARKING-Unloading space is limited. Unloading will be directed by the LOLQG Vendor Coordinator or her delegate and their instructions must be adhered to. Loading areas will be closely monitored and unattended vehicles will not be permitted. Vendors are expected to unload/load within 20-30 minutes and move vehicle to designated parking area.

6.SET-UP-Vendor set-up will begin at 9AM, Thursday March 4, 2010 and exhibits must be complete by 4:30PM. You must set-up and remain inside of the booth configuration on all 4 sides. If displays are too tall or wide you may be requested to modify your display. Vendor agrees to comply with LOLQG for booth modifications or merchandise location.

7. TAKEDOWN- Vendor shall NOT remove any portion of its display until the show officially closes. Takedown begins on Saturday, March 6 at 4PM.

8. HOURS OF OPERATION-Vendors must staff their booths at all times during show operation hours. Hours are Friday March 5, 2010 10AM-7PM and Saturday March 6 10AM-4PM. Vendors are required to be in their booths 15 minutes prior to show opening each day. (If you are manning your booth by yourself, please let the Vendor Coordinator know and she will make arrangements with you for a break or to help out.)

9.FOOD AND DRINK- NOTHING IS ALLOWED ON THE SHOW FLOOR! NOT EVEN A WATER BOTTLE, NO EXEPTIONS. There will be a concession area for everyone on the show floor. This is being provided by the hotel. **IF LOLQG IS FINED FOR VENDOR CONCESSION VIOLATIONS VENDOR WILL BE RESPONSIBLE FOR ALL FINES INCURRED.**



10. PASSES PROVIDED- Passes will be provided for staffing needs and must be worn by staff members while on the show floor. Vendor is responsible for adequate staffing for booth. Additional passes will not be issued.

Single Vendor-2 passes

Double and more-4passes

11. REFUND POLICY- the booth fee is refundable provided written cancellation notice is received by LOLQG no later than January 4, 2010. The booth fee is non-refundable when cancellation (regardless of reason) after that date.

IF you would like to do a 15 minute demonstration of one of your products, please let the Vendor Coordinator know and the LOLQG will provide a space for you that will not interfere with your booth.

BOOTH FEES: \$200.00 per 10x10 space for the show.

Power strips and one table will be provided.

Please sign and date _____

I would like to do a 15 minute demonstration: __yes __no

VENDOR COORDINATOR- Jacqui Anderson 863-858-1630

Ladies of the Lakes Quilt Guild
website: www.ladiesofthelakes.com

Applications are available at the website. Make your check payable to Ladies of the Lakes Quilt Guild and mail them to:

Jacqui Anderson

1330 Walt Williams Rd.

Lakeland, FL.33809

huntandsew@verizon.net

You will be notified by phone or email.