

Brazos Bluebonnet Quilt Guild

Debbie Brooks, Vendor Chair  
1408 Lawyer St  
College Station, TX 77840

January 14, 2017

Dear Prospective Vendor:

The Brazos Bluebonnet Quilt Guild is proud to announce its Biannual Quilt Show. We invite you as a vendor to join us for our quilt show on September 22<sup>nd</sup> and 23<sup>rd</sup> 2017. The show will be held at The Brazos Center in Bryan TX. Show hours are set to be from 10:00 am to 6:00 pm on Friday and from 10 am to 5 pm on Saturday. We hope that you will participate in our show.

We are working hard to ensure good attendance both days of our show through advertising on the internet, newspapers, magazines, and television and guild newsletter ads. Our quilt guild has about 175 members, and the paid attendance was 969 at the 2015 show.

If you wish to join us, please return the enclosed contract along with your deposit. Please type or print legibly as this information will be used for our mailing list and show program. Make a copy for your records and send us the original.

Each application is given a number when it is received. Booths are assigned in that order: first come, first served. If you have specific request as to location, next door neighbors, etc., please make that notation and get your application in early. Please be specific as to your needs.

Confirmation, map and hotel information will be included in the exhibitor packets, to be mailed in July. The final payment is due by August 1st. We hope to hear from you soon and look forward to seeing you at our biggest show to date!

For more information contact:

Debbie Brooks

[979-229-2117](tel:979-229-2117)

[debbie\\_mackay@yahoo.com](mailto:debbie_mackay@yahoo.com)

Sincerely yours,

*Debbie Brooks*  
Vendor Chairperson

# 2017 Exhibitor Rules

Brazos Bluebonnet Quilt Guild  
September 22<sup>nd</sup> and 23<sup>rd</sup> 2015

## Booth Rental

We have four booth sizes this year. All displays must be within your booth space.

5' by 10' – \$105 (a very limited number)	10' by 10' – \$ 165
15' by 10' – \$250	20' by 10' – \$ 295

## Equipment

The following describes the number of eight foot tables and folding chairs that will be provided per booth purchase. Additional tables can be purchased for \$10.00 per table. There will be two folding chairs per booth. There is one table for the 5' by 10', two tables for the 10' by 10', three tables for the 15' by 10', and four tables for the 20' by 10'. Please specify if you need additional tables. Tables must be covered and you are responsible for proper table covers. Electric power is available. Bring your own extension cords. Wireless Internet is available for free through the Brazos Center.

*Pipe and drape is not provided, but is available for an additional charge.*

*Please contact us about the price.*

## Check-in Thursday, September 21, 2017

Check-in is from 10 am to 4:30 pm on Thursday, September 21, 2017 only. There will be no set up on Friday. Check in at the back loading dock of the Brazos Center. We will direct you to your booth. Please be considerate of your fellow vendors. Please unload as efficiently as possible and move your vehicle. You MUST BE finished setting up your booth by 4:30 pm.

## Check out Saturday, September 23, 2017

Do not break down your booth until the close of the show on Saturday, September 23, 2017. Again, please be considerate of your fellow vendors. Do not move your vehicle into loading area until you are fully packed and ready to load out.

## Additional Information

Booth sitters will be provided for exhibitors who are the sole operators of their booths. Booth sitters will watch your booth for a 20 minute lunch break. Lunch and snacks will be provided by the guild for all three days for the vendors.

Vendor name tags will be provided by the guild. These tags must be worn at all times during the show and will allow you to enter the show each day.

## Exhibitor Packets

Packets will be mailed in July and will include confirmation of your space and other pertinent information. This weekend is not a home football game for the Texas A & M Aggies but it would be wise to make hotel reservations as early as possible.

# Application and Contract for Exhibitor Space

Brazos Bluebonnet Quilt Guild  
September 22nd and 23rd 2017

Please type or print legibly, as this information is used in the program:

Name: \_\_\_\_\_ Sales Tax Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone (day): \_\_\_\_\_ Evening: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Type of Business (Merchandise Description): \_\_\_\_\_

## Please Reserve:

### Booths

# \_\_\_\_\_ Booths ( 5x10' ) @ \$105 \$ \_\_\_\_\_  
# \_\_\_\_\_ Booths (10x10) @ \$165 \$ \_\_\_\_\_  
# \_\_\_\_\_ Booths (15x10) @ \$250 \$ \_\_\_\_\_  
# \_\_\_\_\_ Booths (20x10) @ \$295 \$ \_\_\_\_\_

8-Foot Tables (extra) # \_\_\_\_\_ Tables @ \$10 \$ \_\_\_\_\_

## Show Program Advertisements

I wish to purchase a \_\_\_\_\_ (full, half, business card) page ad in the show program.

cost: (Full page is 5 1/2 x 8 1/2") = \$50, Half page = \$35, Business Card = \$20 \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

Non-refundable \$50 deposit enclosed \$ \_\_\_\_\_

Balance due by August 1, 2017 \$ \_\_\_\_\_

**Special Requests** (e.g., not next to a competitor, wants to be near a specific exhibitor, etc. Please be specific): \_\_\_\_\_

**Will you be willing to donate door prizes?** Yes \_\_\_\_\_ No \_\_\_\_\_

If so, how many? # \_\_\_\_\_

*The undersigned agrees to be responsible for all loss, damage, or injury to his/her merchandise and personnel, or that are caused by his/her personnel. I have read and agree to abide by all the rules.*

Name (please print) \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

## Please return to:

Brazos Bluebonnet Quilt Guild, Debbie Brooks  
1408 Lawyer St, College Station, TX 77840

Phone: (979) 229-2117

E-mail: [debbie\\_mackay@yahoo.com](mailto:debbie_mackay@yahoo.com)

## For office use only:

Seq# \_\_\_\_\_ DateRec \_\_\_\_\_ Ck# \_\_\_\_\_ Amt \_\_\_\_\_ Conf.Sent \_\_\_\_\_ Amt. Due \_\_\_\_\_ DateRec \_\_\_\_\_ Ck# \_\_\_\_\_