

Bonham Quilt Hop

Friday, July 28, 2017 1:00 – 4:30 pm

Saturday, July 29, 2017 9:00 – 4:00 pm

Bonham Civic Center, 1100 W. 5th Street, Bonham, Texas 75418

Vendor Application

Vendor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone or Cell: _____

E-mail: _____

Please briefly describe products and/or services that will be offered and **provide a picture of your items or booth**. The committee reserves the right to refuse any vendor deemed inappropriate. All items for sale **must** be related to quilting, textile work or hand made crafts.

Applicant Signature:

By my signature, I do release Quilt Hop, City of Bonham employees and representative from all damages, injuries and loss of property that may occur at this event.

Vendor set-up:

- Thursday, July 27th , 1: 00 pm-5:00pm Friday, July 28th, 8:00 am – 12:00 pm
- Show will not close for lunch Saturday, bring a lunch or have someone bring you lunch.

Fees:

- \$15.00 for 5’ x 10’ half space (Limited) _____
- \$25.00 for 10’ x 10’ single vendor space _____
- \$40.00 for 20’ x 10’ double vendor space _____
- Charitable Organization’s Opportunity Quilts _____

Do you need any of the following?

- Electric (110) Yes # _____ No _____
- Tables 8’ Yes # _____ No _____
- Folding Chairs Yes # _____ No _____

***Vendors are asked to donate a door prize of at least \$ 20.00 retail value.**

***Note: No extra charge for electric but we must know. (If you need to use electricity, you will need to bring a power surge protected extension cord.)**

Would you like to perform a demonstration? Yes _____ No _____

If yes, please provide information on the type of demonstration, what support is needed, and an estimated amount of time needed for the demonstration.

For further information, contact:

- Bonham Visitor Information Center, 903/583-9830
- Email: info@visitbonham.com or online: www.visitbonham.com

Return completed application and fee to:

Bonham Visitor Information Center
327 N Main Street
Bonham, TX 75418

Checks should be made out to the City of Bonham

**Please return your vendor application as soon as possible to reserve your vendor spot
All vendor applications must be received and paid by Monday, July 3, 2017.**

Bonham Quilt Hop Rules & Regulations

Event Info:

1:00 to 4:30 pm, Friday, July 28, 2017

9:00 to 4:00 pm Saturday, July 29, 2017

Vendor area will be located in the Bonham Civic Center, 1100 W. 5th Street. Maps can be provided on request.

Opening Night Reception: Friday, July 28th 5:00 – 7:00 pm at the Sam Rayburn Library Museum, 800 W. Sam Rayburn Drive

Set-up/Tear-Down Procedures

1. Vendors may set up Thursday, July 27th from 1:00 pm- 5:00 pm or Friday, July 28th from 8:00 am – 12:00 pm.
2. All set-ups **MUST** be completed by 12:00 pm. Friday July 28th.
3. Exhibitors may unload trucks/trailers on the north side of building. If setting up on Thursday, you may drive in the building from the north side. All vendors are to be mindful of other vendors and move out of building soon as possible. Exhibitors using only dollies may enter on the east side of the building. Vendors are responsible for carrying their own merchandise into and out of the building. Once you have unloaded, please move vehicles to the designated vendor parking area.
4. Booth may **NOT** be dismantled prior to the end of the show.
5. Dismantling of your booth **MUST** be completed by 6:00 pm., Saturday July 29. **NO EXCEPTIONS PLEASE**

Booths and Displays

1. There is no smoking in the building at any time.
2. There are no meals provided by the Bonham Quilt Hop Committee, you will need to make plans for lunch. The exhibit will not close at noon for a lunch break.
3. Vendors are to keep their booth space clean and cleared of trash and boxes.
4. Booth size is 10' x 10'. All merchandise and displays **MUST** be contained within the booth area.
5. Electricity, tables and chairs are available if needed. These requests should be made on the vendor application form. Any requests not made on the form can not be guaranteed to be fulfilled.
6. All vendors requesting electricity will need to bring surge protection extension cords.
7. Booth space will be assigned by the Quilt Hop Committee. However, we will take into considerations any requests whenever possible. Applications and payments received first will receive priority.
8. No food items may be sold from your booth. All items for sale **MUST** be related to quilting or textile Interest.
9. No decals, stickers, or permanent type tape of any kind may be placed on windows, walls, or doors.
10. The burning of candles or incense is not permitted.

