



43rd Annual Quilt Show and Competition

June 21-22, 2024

Vendor Contract

NOTE: Vendor management has changed, please use new contact information.

Vendor Agrees:

1. To comply with all applicable laws and ordinances, including those pertaining to fire and safety. There will be no smoking, eating, or drinking in the quilt exhibit area. Eating and/or drinking within your booth space is allowed but Smoky Mountain Quilters will not be responsible for any damage incurred while eating or drinking.
2. That 9.25% State and County Combined Sales Tax will be collected and paid to Tennessee at Tennessee Dept. of Revenue <https://www.tn.gov/revenue/article/sales-and-use-tax-e-file>.
3. Not to sublease the whole or part of the space rented, except with written permission of Smoky Mountain Quilters.
4. To keep merchandise, equipment, personnel, and/or all other materials within the rented space and to keep the aisle clear.
5. That no children under the age of 16 will be permitted to work in booths alone during show hours. The vendor must supervise children assisting with set-up and during the show.
6. That Smoky Mountain Quilters and the Knoxville Expo Center, collectively or individually, are not responsible for any loss or damage to personal property on the premises or damage during shipment.
7. That if cancellation of this agreement is made prior to May 1, 2024, at the vendor's request, booth fee, less non-refundable deposit of \$100 will be refunded upon written request, if said booth space is rented to another vendor by Smoky Mountain Quilters.
8. That this contract is null and void if the show is cancelled for any reason by the Smoky Mountain Quilt Guild. The vendor forfeits any, and all claims except refund of any of the booth rental fees received by Smoky Mountain Quilters.
9. That set-up will be completed prior to 6:00 p.m. on Thursday, June 20, 2024.
10. That booth will remain open, staffed, and stocked until 4:00 p.m. Saturday June 22, 2024.
11. That all exhibit items will be removed from the Expo Center by 8:00 p.m. on June 22, 2024.
12. That all vendor fees must be paid in full prior to April 1, 2024 to receive the 10% discount. Prior to April 1, a 50% payment may be made to reserve the booth, but no discount will be given and balance will be due April 1. Beginning April 1, full payment is required to reserve the booth. Your payment may be made online at www.smokymtnquilters.com or sent by USPS. Your booth will not be confirmed until we receive your signed contract.

****Please complete all three (3) pages of the contract. ****

REMEMBER: A discount of 10% is available if full payment is received before April 1, 2024.

Any changes to this contract must be in a written addendum and signed by all parties to become effective.

I agree to all provisions of this contract:

Vendor Signature _____ **Date:** _____

Accepted by: _____ **Date:** _____

SMQ Representative



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Vendor Booth Space Worksheet Vendor Name _____

Each booth is draped with 8-foot back and 8-foot sides. Tables and chairs can be added below.

Item	Cost/each	Quantity	Total
Standard booth (10' x 10')	\$300		\$
Double booth (10' x 20')	\$600		\$
Triple booth (10' x 30')	\$900		\$
Quad booth (10' x 40')	\$1200		\$
8' Tables WITH linen and drape	\$19		\$
8' Tables NO linen and drapes	\$11		\$
Chairs - specify number needed	FREE		FREE
Electrical outlet (110 Volt)	\$60		\$
Electrical outlet (220 Volt)	\$175		\$
Wireless Internet Access	\$50		\$
Vendor Badges. Specify number needed	FREE		FREE
Carry this number to page 3 of contract	TOTAL		\$



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Order

Vendor Name:	
Business:	Date:
Contact:	Phone:
Contact E-Mail Address:	
Mailing Address:	
Website (we will add a link from our website):	
Social Media (Facebook, Instagram, etc.) so we can link from our accounts:	
Vendor Fees (total from page 2)	\$

Consider sponsoring a ribbon or special award	Price	Qty:	Specify Category if desired	
Whole category: 1st, 2nd, 3rd	\$350 each			\$
First Place	\$150 each			\$
Second Place	\$115 each			\$
Third Place	\$85 each			\$
Special Award	\$75- 100 each			\$
			GRAND TOTAL	\$

(You may pay online at www.smokymtnquilters.com, but your spot will not be confirmed until you send the signed contract to Janet Wambach. The contract can be emailed, or snail mailed.)

Please send signed contract and deposit check or total fees payable to **Smoky Mountain Quilters** to:

Vendor Chair: Janet Wambach Wambachjd@comcast.net (865)363-2943

MAIL:
Smoky Mountain Quilters
ATTN: SMQ Vendor
Relations
P.O. Box 30692
Knoxville, TN 37930

Vendor Signature & Date



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KEEP THIS PAGE FOR YOUR REFERENCE

Vendor booths are under new management. Please use contact information below

Vendor Chair: Janet Wambach Wambachjd@comcast.net **(865)363-2943**

MAIL:

Smoky Mountain Quilters
ATTN: SMQ Vendor Relations
PO Box 30692
Knoxville, TN 37930

1. The address of the Knoxville Expo Center 5441 Clinton Hwy, Knoxville, TN 37912. It is at the intersection of Clinton Highway and Merchant Drive.
2. Load-in on Thursday, June 20, 2024, begins at 8:30 a.m.
3. Load-in must be complete by 6:00 p.m. on Thursday, June 20, 2024.
4. The Show hours are **Friday June 21, 2024 9:00 a.m. – 5:00 p.m. and Saturday June 22, 2024 9:00 a.m. to 4:00 p.m. You may not close booth until 4:00 p.m. Saturday.**
5. On Quilt Show days, Friday and Saturday, vendors will be allowed into the building at 8:00 a.m., one hour before the show begins.
6. Load-out must be completed by 8:00 p.m. on Saturday, June 22, 2024.
7. Rolling carts are NOT allowed through the front door. If you must bring merchandise on show days, you must arrange with Quilt Show Vendor Chair Janet Wambach to enter through the loading area.
8. The loading area of the Expo Center is on the Merchant Drive side of the building. There will be signs pointing the way.
9. You cannot drive your vehicle into the loading area. (This is an Expo Center rule.)
10. When you complete your contract, please include your website and social media information. We link your information on our website and social media platforms.
11. Consider sponsoring a show ribbon. Your name will appear on the printed card next to the winning quilt. We have ribbons and special awards from \$75 - \$600.



SMQ Vendor Payments

Scan this QR code to go to our web payments page or use this address.
<https://www.smokymtnquilters.com/online-purchases--payments1>