



The National Quilting Association, Inc.
43rd Annual Quilt Show
June 14-16, 2012 Columbus, Ohio

VENDOR INFORMATION

NQA invites you to submit your application to participate as a vendor at the 43rd Annual Quilt Show.
(Vendors will be assigned to booths based on application receipt date, sponsorship, and vendor merchandise mix)

	Venue:	Hall C, Greater Columbus Convention Center, Columbus, Ohio		
Dates:	Tuesday	June 12	Hours: 4 pm – 10 pm	Vendor move in (helpers available)
	Wednesday	June 13	8 am – 4 pm	Vendor move in (helpers available)
			5:30 pm	Vendor Appreciation Dinner
			7 pm - 9 pm	Preview Party – show & vendor mall open
	Thursday	June 14	9 am – 5 pm	Show and vendor mall open
	Friday	June 15	9 am – 5 pm	Show and vendor mall open
	Saturday	June 16	9 am – 4 pm	Show and vendor mall open
			4 pm - 9 pm	Vendor move out (helpers available)

Selection: The National Quilting Association, Inc. selects participants for the vendor mall based on several considerations. We strive for a national mix of product and vendors – some represented previously, some new, and some local. Participation in an NQA show does not automatically guarantee inclusion in the next. A balance of product and a controlled number of merchants offers a better chance for all participants to enjoy a successful show.

Booth availability: Various booth selections are available. Sizes range from 10' to 40'. Sponsor booths are offered; these guarantee that the booth will be placed in the first section of the vendor area and are available on a first come, first served basis. Please read the accompanying booth information carefully and make your selection.

Booth locations are assigned with consideration given to application receipt dates, size/type request, competing products, and overall presentation of the vendor mall. All booths face exhibits or other booths.

Services, such as electricity, are obtained through the Greater Columbus Convention Center. Additional furnishings and shipping services are obtained through the show decorator, Fern Exposition & Event Services. An exhibitor package with complete information and appropriate forms will be available on-line to all contracted vendors approximately 4 weeks before the show.

Application: Fill out and return the enclosed Application, with **non-refundable deposit check** payable to NQA for the first choice requested booth size/type to the Vendor Coordinator. If you are not selected, the deposit will be returned; otherwise the deposit is non-refundable. Applications will be processed and selections made starting in September & early October. Contracts will be mailed in November. Applications may be placed on the wait list and considered if vacancies occur and merchandise mix is favorable.

An ACTIVE e-mail address is very important. Vital information and updates concerning your contract and issues pertaining to the show will be **only** communicated in this format. Include the vendor coordinator's email address in your list of safe addresses and/or check your junk mail (!), to make sure you do not miss important NQA/decorator information. **Websites** are also very important in promoting you and the show. Be certain that you have accurately listed an active web site address.

IMPORTANT DATES

September/October 2011	Due: Application and non-refundable deposit check
November 2011	Contracts mailed with vendor guide, and show book advertisement forms
March 15, 2012	Due: Signed contracts, balance on booth rental
April 2012	Booth Confirmation Forms will be mailed; Decorator/Convention Center information available on line; advertisement copy and payments due
May 2012	Move in information will be sent by email

Questions?

Please direct these to the Vendor Coordinator, Judy Vertikoff, jvertiko@columbus.rr.com, phone 614-263-5231