



## Missouri Basketweavers Guild, Inc.

2018 Convention, August 2-5, 2018

Holiday Inn Southwest – Route 66, St. Louis, MO

# Vendor Application

Business Name \_\_\_\_\_ Operator's Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

What are the primary basket related items you are planning to sell?

\_\_\_\_\_

Vendors must be a member of MBG guild at the time of application submission for the membership year January 1, 2018 through December 31, 2018. A membership form can be found on MBG's website at [www.basketweavers.org](http://www.basketweavers.org)

Vendor agrees to sell only basket related items. It is the responsibility of the vendor to obtain applicable sales tax rates, to collect sales tax and to report Missouri sales tax.

It is the responsibility of the vendor to have a Certificate of Liability Insurance policy.

If two vendors are sharing space, please list second vendor: \_\_\_\_\_

If you need additional name tags for helpers, list full names here: \_\_\_\_\_

\_\_\_\_\_

Vending will be located in the weaving room. Vending booths are approximately 100 square feet per space. **MBG provides each vendor 1 chair and 1 table per space.** (NO additional tables will be available from Hotel at the convention.)

A **refundable deposit of \$20 per space** is required to request booth spaces(s). Selected Vendors will receive a full refund when obligation to vend is completed. Deposit will be returned if not selected to vend. Vending space is limited. Please request only the spaces needed.

Number of spaces requested (3 spaces maximum) \_\_\_\_\_ Deposit included (spaces X \$20.00) \$ \_\_\_\_\_

ELECTRICITY is needed for booth requested? \_\_\_\_\_

Vendor acceptance and number of spaces will be confirmed by contract received.

Vendors are required to close during the MBG Award Night (Saturday).

Vendors are to make their own lodging reservations with the hotel.

Vendor applications will be accepted until all available spaces are booked. Please send your vendor fee (check payable to MBG Convention) with this application to Tony Stubblefield, 5655 Tholozan Ave, St. Louis, MO 63109, (314) 630-6449, [vendor-mbg@basketweavers.org](mailto:vendor-mbg@basketweavers.org).