

The Museum Center at Five Points invites you to be a vendor at the 22nd Annual *Stitches in Time Quilt Show*

**What: *Stitches in Time Quilt Show***

**When: March 2 - 5, 2022**

**Where: Museum Center at Five Points**

The Museum Center at Five Points is pleased to present the 2022 *Stitches in Time Quilt Show*, a four-day quilting event with both traditional and art quilts from the Ocoee Region.

The Museum Center is selling space to vendors to help support this event. As a vendor, you will be allowed to sell your products onsite before and during the show. We hope to draw a crowd of up to 400 people, so this is a great opportunity to advertise your business and help bring life into our downtown community.

The event agreement and application form are below. I hope you will consider joining us for this fantastic event!

Lucy Rymer  
Executive Director  
Museum Center at Five Points  
423-619-7461

**Vendor Agreement – *Stitches in Time Quilt Show***

All Vendors agree to the following statements and expectations:

‘Vendor’ includes restaurants, caterers, and retail stores.

- Vendor space will be assigned on a first-come, first-served basis according to receipt of application. Typical vendor space is a 10’X10’ site with one 6’ table and two chairs provided. Please inform the vendor coordinator if you will be bringing your own table, booth, or tent(s).
- Please notify the Vendor Coordinator of any special requirements (power, additional tables, chairs, etc) and of all materials you will be bringing.
- Beverage and food vendors may give away promotional materials, flyers, and other items at their discretion.
- No alcoholic beverages may be sold during the event.
- Setup will be available on Monday, February 28th and Tuesday, March 1st from 9AM - 5PM. If you would like to set up outside these hours, please contact Olivia Cawood at [ocawood@museumcenter.org](mailto:ocawood@museumcenter.org) or 423-339+5745 ex.106. Vendors must remain setup throughout the entirety of the event (until 5PM on Saturday, March 5). At the end of the event, vendors are responsible for cleaning their area and removing their materials. \*If you have a larger setup and would like to begin setup earlier than Monday, please contact the Vendor Coordinator.
- Vendors are expected to provide signage and tables for their products and offerings. The Museum reserves the right to disallow the use of any objectionable materials.

- Vendors are expected to keep clean and maintain their space during the event. Trash cans will be provided throughout the venue.
- The Museum Center at Five Points, its employees or volunteers are not responsible for lost, damaged, or stolen property of any kind. Vendors are responsible for securing their own space.
- Vendors will receive event-staff tickets for those working at your vendor booth.
- Booth rental fee is \$25.00

Please direct any questions to the Vendor Coordinator:

Olivia Cawood  
[ocawood@museumcenter.org](mailto:ocawood@museumcenter.org)  
 423-339-5745 ex.106

By signing below, you agree to the above Vendor Agreement and authorize that you are able to make such agreements for the stated business.

\_\_\_\_\_  
 Signature Printed Name Date

\_\_\_\_\_  
 Business/Vendor Name

**Music Under the Stars  
 Vendor Application**

Business/Vendor Name:  
 \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone #: \_\_\_\_\_

Website: \_\_\_\_\_

Primary Contact Name and Title: \_\_\_\_\_

Primary Contact Phone #: \_\_\_\_\_

Primary Contact e-mail: \_\_\_\_\_

Please describe your product offering (type of beverage or food):

Briefly describe your setup requirements (what promotional or other materials you may bring to setup, style of display, power needs, etc.):

Who will be onsite at your space during the event? \_\_\_\_\_

Do you agree to the Vendor Agreement?

YES

NO

Please return completed Vendor Agreement, Application, and booth rental fee of \$25 to Olivia Cawood.

*Phone: 423-339-5745 ex.106 Fax: 423-476-7922 e-mail: [ocawood@museumcenter.org](mailto:ocawood@museumcenter.org)*

*Address: 200 Inman Street East. Cleveland, TN 37311*

We accept all forms of payment. Booth rental fee is due upon turning in vendor agreement.