

# HUMMINGBIRD STITCHERS QUILT SHOW

## 2026 Commercial Vendor Contract

Each space will be 8 feet deep and approximately 10 feet wide, (or in smaller hallways 7' X 11')

- a. Spaces 1-11 on the main floor, by the front door will rent for a non-refundable payment of \$200 per space.
- b. Spaces 12-32 on the upper level, accessed by the ramp, will be available for a non-refundable payment of \$150 per space. (Please see attached floor space maps) Spaces are reserved on a first come, first served basis, so get your registration in early! Please indicate your first, second, and third choice for spaces. Every effort will be made to accommodate your needs. Repeat Vendors are given priority when possible.

2. Rental fee must be paid to Guild (HSQG) along with a signed contract **no later than Jan. 15, 2026**. If received after the due date, you will be put on a waiting list and space will not be guaranteed.

3. Vendor agrees to be set up, ready to sell by 9:00 PM Fri. Feb 27, 2026.

- a. Space(s) will be available for set-up, Friday, Feb. 27 from 5:30 p.m. to 9:00 PM
- b. Vendors may arrive no earlier than 8:00 AM on Saturday and Sunday. This is mandatory as the school charges us extra for any early arrivals.

4. Vendor agrees to sell from 9am until 4 pm, Sat., Feb. 28 and from 9am until 3pm, Sun., March 1, 2026. Vendors may NOT break down their booth until the end of the show at 3:00 PM. on Sunday.

5. Access at the front of the building must be used by vendors for unloading their displays. Cars and trailers, etc. must then be parked in the east parking lot.

6. Vendor agrees to leave their booth space(s) clean and free from trash and debris.

7. Vendor must provide their own display equipment and electrical extension cords.

- a. One 6' table provided per space. Chairs will be available at no cost. Extra tables may be rented for \$15.00 per table.
- b. 20 Amp electrical plug-ins available upon request.

8. Vendors are responsible for their inventory and receipts.

9. Guild will not be responsible for damage or loss of Vendors goods or receipts.

10. Facilities will be locked at night and security will be provided.

11. Vendor is responsible for any permits or tax certificates needed to do business in the City of Sierra Vista.

12. **\*\* (New) MACHINE VENDORS:** In order to sell machines at the show you must:

1. Be an authorized/contracted dealer/retailer for this area.
2. Bring only machines you are contracted to sell. Used or previously loved machines are NOT permitted.
3. If you want to bring machines to sell that another vendor is contracted to sell, you must have a written agreement with said vendor and the HSQG Vendor Coordinator. Contact Grace 505-977-9269 or Wendy 520-609-4097 if contact numbers are needed.

13. **Complete all areas of the contract, sign, and return with appropriate fee to the Guild before January 15, 2026.**

- a. Guild will return one signed copy to Vendor.
- b. Guild contact person is: Grace Pamulapati 505-977-7269 or Wendy Hirsch 520-609-4097  
Send contract and payment to Wendy at this address: 1113 E. Lena Way, Huachuca City, AZ 85616
- c. **Make checks payable to HSQG.**

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Vendor agrees to the above conditions by signing and returning the following page:

Vendor's Commercial Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Vendor's Address, City, State, Zip Code

\_\_\_\_\_  
\_\_\_\_\_

Contact Phone Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Vendor Signature \_\_\_\_\_

Date: \_\_\_\_\_

### **LOCATION REQUESTS (See Vendor Maps!)**

#### **1<sup>st</sup> Choice**

#### **2<sup>nd</sup> Choice**

#### **3rd Choice**

Space #	Space #	Space#
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20 Amp Electrical plug-in is needed? Yes \_\_\_\_\_ No \_\_\_\_\_ How many hook ups? \_\_\_\_\_

Additional tables? \$15.00 each. Number \_\_\_\_\_ Cost \_\_\_\_\_

Vendor/helpers names? (For nametags): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Sewing/Quilting/Embroidery machine brands you are bringing? \_\_\_\_\_

\_\_\_\_\_