



# Artisan & Vendor Display Space Application

Artisans Center of Virginia  
Annual Craft Conference & Business Institute, January 22-24, 2010 at Hotel Roanoke

PLEASE PRINT OUT THIS FORM, COMPLETE, AND MAIL ALONG WITH OTHER APPLICABLE FORMS AND PAYMENT.

Printed Name of Authorized Representative \_\_\_\_\_

Name of Display Company, Person or Firm \_\_\_\_\_

Name of Person or Persons who will be attending your display on-site \_\_\_\_\_

### FULL CONTACT INFORMATION MUST BE SUBMITTED ON THE AGREEMENT COVER SHEET

Display spaces are 10 X 10. On Saturday space is only available to commercial vendors for set-up in the public hallways and pre-function areas of the conference area. On Sunday all Artisan displays will be set up in the Exhibit Hall. Vendors who displayed on Saturday have the option of displaying on Sunday.

Artisans & vendors are expected to provide their own display apparatus. Table rental is optional. Electricity, telephone service can be acquired an additional fee and requested directly through Hotel Roanoke...let us know if you need the rate card.

Non-artisan commercial vendors will receive 2 identification passes with their Saturday registration. The passes allow full access to workshop sessions but do not include the banquet dinner.

I wish to reserve the following space:

	<b>Artisans Attending Conference</b>	<b>Artisans Not Attending Conference</b>	<b>Commercial Vendors</b>	<b>Totals</b>
Sat. Commercial Vendors Only	not available	not available	\$75	\$ _____
Sun. Artisan Craft Fair (ACV Member)	\$35	\$65	*not available	\$ _____
Sun. Artisan Craft Fair (non ACV Member)	\$45	\$75		_____
* Saturday with Sunday option	not available	not available	\$100	\$ _____
Sun. premium corner space add	\$25	\$50	*not available	\$ _____

\*Only Vendors who displayed on Saturday have the opportunity to continue to display on Sunday

I am a commercial vendor and wish to present a workshop on my products or services.

Workshop Fee \$50 \$ \_\_\_\_\_

I am a commercial vendor displaying on Sat. and wish to attend the Saturday Night Awards Party

Event Fee \$45 \$ \_\_\_\_\_

I wish to rent a table for my display area

Table Fee \$45 \$ \_\_\_\_\_

### DISPLAY SPACE TOTAL

\$ \_\_\_\_\_

**(Enter this total on the COVER SHEET Agreement)**

Please direct questions to Sherri Smith at: [sherri@artisanscenterofvirginia.org](mailto:sherri@artisanscenterofvirginia.org)