



The Richmond, Virginia Chapter  
**14<sup>th</sup> Annual Fall Bazaar**

Saturday, November 9, 2024, from 9am to 3pm  
East Richmond Moose Lodge 1947, 7167 Flag Lane, Mechanicsville, Va.  
(Near the intersection of Cold Harbor Road & Bell Creek Road)

**Bazaar Vendor Agreement**

- Table/Space rental Fee: \$20.00 per table for current ASG members, \$30.00 per table for non-members. Non-members sharing tables with ASG members \$25.00 per table: each paying half of the amounts stated above.
- Table limit is two tables/space per vendor. If you share a table, both vendor names must be on the Vendor Agreement.
- Tables will be supplied. Any other displays must fit into vendor’s designated table/space area *without protruding into the walkway or disrupting other vendor’s table area.*
- Tables are NON-Transferable. If you find you cannot participate in the Bazaar, please contact the name below so that table/space can be filled. Your rental fee will be refunded if you notify us 7 days before the bazaar. If notification is after 7 days of the Bazaar date, you WILL NOT receive a refund.
- The set-up will be on Friday, November 8th from 3pm until 6pm and 8am, the morning of the Bazaar. All vehicles are to be moved (parked in the grass area) and tables ready for customers at 9am. Doors will be closed at 8:45am so customers will remain outside.
- Vendors agree to stay during *all hours* of the Bazaar and not take down his/her booth until the bazaar is over at 3pm.

Please sign this agreement and return it with your rental fee. By signing the agreement, you agree to abide by the terms of the ASG Bazaar Committee. **Deadline October 1, 2024. Check holds your tables.**

Dianne Portwood  
**316 Southern Court**  
Henrico, Virginia 23075-1519

**Check payable to: American Sewing Guild, Richmond VA Chapter**  
804 737-3085  
dportwood1@verizon.net

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

Number of Tables (circle) 1 or 2

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please call or email if you have any questions 804 737-3085, dportwood1@verizon.net

Check number: \_\_\_\_\_ Date Received: \_\_\_\_\_