



The Guild Show 2024

Sept 21-22 2024



Hilton Hasbrouck Heights/Meadowlands

650 Terrace Avenue, Hasbrouck Heights, New Jersey, 07604, USA

DEALER APPLICATION/CONTRACT

Name		Business Name			
Address		City	State	Zip/Postal Code	Country
Telephone	Email		Website		
Instagram Name	Facebook Name		<input type="checkbox"/> Instagram <input type="checkbox"/> Facebook <input type="checkbox"/> Twitter <input type="checkbox"/> LinkedIn <input type="checkbox"/> YouTube		
Name Badges (2 only)	1.		2.		
Please provide a brief description of your work (4-6 words) to be included in the Show Guide:					
Membership Status: <input type="checkbox"/> IGMA Fellow <input type="checkbox"/> IGMA Artisan <input type="checkbox"/> IGMA General Member <input type="checkbox"/> Not an IGMA Member* <i>*Non-IGMA Members are welcome to participate in the show as a one year trial; After the first year, IGMA membership is required to continue participating as a dealer.</i>					
SPECIAL REQUESTS: _____					

- Full Tables are 6' long x 30" wide, and includes 2 chairs
- Half Tables are 3' long x 30" wide and includes 1 chair
- Each table includes electricity
- Black table covers are available for a \$25 rental fee.
- Electricity will be provided below the table. Any extension cords are the dealer's responsibility. Please bring enough for your table. We may have a limited number to rent from the hotel for \$25 each.

Your table fee **INCLUDES** a SIMPLE advertisement in The Guild Show Guide. This will be an eighth page ad (2 1/4" x 1 3/4"), **a \$30 value!** You can upgrade to a larger size in the dealer section on the website.

Selection	Number of Tables	Member Price	Non-Member Price	Total
Full-Size Table		\$315.00	\$340.00	
Half-Size Table		\$195.00	\$210.00	
Table Cover (Black)		\$25 per table	\$25 per table	
Electrical Cord Rental		\$25.00	\$25.00	

Payment:

- Checkout on the Dealer Section of the IGMA Guild Show page on the IGMA website **www.igma.org** and pay with a credit card. Guild Show section.
- Check for \$_____ enclosed *Please make checks payable to IGMA*
- Paypal - Pay through PayPal to **guildshowdirector@igma.org** Reference Guild Show and number of tables.

Please be sure you have provided us with the email address associated with your PayPal account.

NOTE: All checks will be deposited as they are received.

- This contract, signed by both the Dealer and the Guild Show Director, accompanied by at least one-half of the table fee payment is necessary to participate in The Guild Show. Credit cards, checks, or money orders will be accepted for table fee payments. (If paying in person at the prior show, we can accept cash payment.)
- **Dealers will be notified by January 1, 2024, if their application to participate in The Guild Show has been accepted.**
- At least one-half of your total table fee must accompany this contract and the balance is due by May 1, 2024. Your table(s) must be paid in full by that date or your deposit and table will be forfeited.
- 90% of the things for sale on every table must be handmade, except in the case of the small number of dealers whose tools and supplies.
- Dealer cancellations prior to May 1, 2024 will incur a \$50 processing fee. There are no refunds after May 1, 2024.
- Dealer agrees that they will personally work their own sales table and shall not send any other individual in their place. Dealer may not sublet their table space. Table sharing is not permitted. No additional tables of any sort may be brought into the exhibit hall for use by any dealer or individual.
- **Dealers are required to stay a two-night minimum at the Hilton Hasbrouck Heights/Meadowlands.**
- **If unable to stay in the hotel a charge of \$50 will be incurred.**
- Dealers are responsible for collecting and paying New Jersey state sales tax. IGMA cannot give tax advice.
- If the show is canceled for any reason, the dealer will not hold IGMA or the Hilton Hasbrouck Heights/Meadowlands responsible and waives any and all demands and claims for damages. The sole liability for IGMA shall be to return paid table fees to the dealer within thirty (30) days.
- The dealer assumes the entire responsibility and liability for losses, damages, and claims arising out of the exhibitor's activities on the Hotel premises and will indemnify, defend, and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.
- Additionally, it is expressly understood that IGMA, its committees and members shall not be held responsible for any loss or damage occasioned to the dealer's merchandise or equipment from whatever cause or any personal injury to the dealer, his agents or employees from any cause.
- The Guild Show Director, in consultation with the Guild Show Committee, reserves the right to terminate any contract at any time for conduct not in the best interest or full support of The Guild Show.
- Your signature on this contract acknowledges acceptance of this agreement.

Please return a signed copy of this contract to:

Linda Zechel IGMA Guild Show Director
16920 SW 112 Ct. Miami, FL 33157
305-772-3497

Email: guildshowdirector@igma.org Website: www.igma.org

If you are accepted into the show, a copy of this contract countersigned by the Guild Show Director will be returned to you via email provided.

Dealer's Signature: _____ Date: _____

Director's Signature: _____ Date: _____