



The Guild Show 2027 - Aug 7-8, 2027

DoubleTree by Hilton Manchester, NH

700 Elm St., Manchester, New Hampshire, 03101, USA

DEALER APPLICATION/CONTRACT

Business Name for Dealer Sign		Name			
Address		City	State	Zip/Postal Code	Country
Telephone		Email (you check regularly)		Website (can be Etsy and/or eBay)	
Social Media Facebook and/or Instagram					
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: ☐ IGMA Fellow ☐ IGMA Artisan ☐ IGMA General Member ☐ Not an IGMA Member* *Non-IGMA Members are welcome to participate in the show as a trial; although after the first year, you must become an IGMA member to continue. SPECIAL REQUESTS: _____ DO YOU NEED A TABLE COVER? <i>Blank is considered a no : circle \$30 if needed to rent and add to the payment.</i>					

- 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, you must bring your own extension cords and/or electrical strip
- Blue table covers are available for a \$30 rental fee.
- Electricity will be provided below the table. Any extension cords and lighting are the dealer's responsibility. Please bring enough for your table.

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

Selection	Number of Tables	Member Price	Non-Member Price	Total
Full-Size Table		\$325.00	\$350.00	
Half-Size Table		\$205.00	\$215.00	
Table Cover (Blue)		\$30 per table		
Total				

Payment:

- ☐ Please visit the Dealer Section under the IGMA Guild Show on our website (www.igma.org) to complete your payment securely by credit card
- ☐ Check for \$_____ enclosed *please make checks payable to IGMA Balance Due 4/1/2027*
- ☐ Paypal - **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, 2027, 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 April 1, 2027. 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 who sell tools and supplies.
- Dealer cancellations prior to April 1, 2027 will incur a \$75 processing fee. There are no refunds after April 1, 2027.
- 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. This includes carts on sides of tables.
- Dealers are responsible for ensuring that all displays, shelving, and merchandise fit within their assigned exhibit space. Additional space behind or beside tables cannot be guaranteed. If the show is canceled for any reason, the dealer will not hold IGMA or the DoubleTree by Hilton Manchester Downtown 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.
- **Dealers are required to stay a two-night minimum at the DoubleTree by Hilton Manchester, Downtown.**
- **If unable to stay in the hotel a charge of \$50 will be incurred.**
- Your signature on this contract acknowledges acceptance of this agreement.

Please return a signed copy of this contract to:

Cathy Miller-Vaughan
IGMA Guild Show Director
PO Box 724, Levittown, PA 19058
267-684-6276

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

Dealer's Signature: _____ Date: _____

Director's Signature: _____ Date: _____

Email: **guildshowdirector@igma.org**

Website: **igma.org**