



43rd Quilt Show and Merchant Mall
'The Threads That Bind Us'
March 19–20, 2027

**Three Rivers Convention Center
7016 W Grandridge Blvd
Kennewick, WA**

MERCHANT MALL GUIDELINES

CANCELLATION DEADLINE:	March 1, 2027
MERCHANT SETUP:	Thursday, March 18, 11 am – 7 pm
SHOW DATES & TIMES:	Friday, March 19, 10 am – 5 pm Saturday, March 20, 10 am – 5 pm
TAKEDOWN:	Saturday, March 20, 5 pm – 8 pm

The Merchant Mall Committee administers these Guidelines on behalf of the Tri-City Quilters' Guild. **Please read thoroughly as some of our guidelines have changed.**

We are pleased to announce that this year's Tri-City Quilters' Guild Quilt Show will be located in the Three Rivers Convention Center's new 60,000 sq ft expansion. The quilts and vendors will share one large space.

Booth: See Application Form for rates and sizes. All booths include pipe and drape behind the booth and between adjacent booths along with one skirted 8' table and 2 chairs in each 10' unit. Extra items are available for an additional fee. No discount is given for unused items. Booth setup is subject to safety inspection and approval by the Merchant Mall Committee, City of Kennewick, Fire Marshall, and Three Rivers Convention Center.

These guidelines must be adhered to or the vendor will not be allowed to participate at further TCQG shows. This will be strictly enforced:

- Vendors may not sublet or apportion space in whole or in part without the express prior approval of the Committee.
- All signage and merchandise must be kept within assigned booth space.
- Nothing may be nailed, stapled, or otherwise affixed to the walls, floors, ceiling or any part of the Three Rivers Convention Center.
- Helium balloons and glitter are not allowed.
- In the event that a vendor is closing its business, liquidation sales of merchandise will not be allowed. All other sales are permitted.
- No loud audio equipment or sales pitches that could disturb your neighboring vendor will be permitted during the show.

Occupancy: Exhibit space is to be open and staffed during all regular show hours. Sewing machine demos will be allowed during the show. Guild members will be available to relieve vendors upon request for a short period of time.

Electric service is available at the rate of \$25 per booth and must be ordered before the show, using the Application Form. Extension cords are provided by the convention center. Cords are to be securely placed out of the way of pedestrian traffic.

Unloading/Loading: Booth setup must be completed between 11:00am and 7:00pm on Thursday. The official closing of the show is at 5:00pm on Saturday. Booth displays shall be taken down and removed from the facility no sooner than 5:00pm and no later than 8:00pm on Saturday.

All loading and unloading will be from the loading docks on the back side of the building. Please do not block this area. Load/unload then immediately remove your vehicle. Vendors shall be responsible for delivery, setup, and removal of their own displays and materials including supplies and materials delivered by them to Three Rivers Convention Center. Parking will be available across the road from the loading dock. This area will have fencing and lighting but not secured with gates.

Maps, including booth layout, loading docks, and parking will all be provided in March before the show.

A **Business License** is required by the City of Kennewick. We will obtain a temporary license covering all those who do not already have a Kennewick license for a fee of \$15 per vendor. All vendors must complete the Business License portion of the Application Form; applicants needing the temporary license must include the fee with the application. This is a City of Kennewick license, not a state license.

Communication: This information and the Application Form are available on the Guild website at www.tcquilters.org. Communication will be handled by email. Please provide an email address that is monitored frequently and is set so that spam filters do not exclude our emails. Please confirm receipt of all emails received from us regarding the show. Check our website frequently for updates and information you may find helpful. Messages regarding the booth fees and setup will come from tcqshowvendor@gmail.com.

Website Links: If you provide your website URL, your business's website will be posted and a link created on our Quilt Show web page and in the show program. A reciprocal link on your website would be appreciated.

Program Ads: Ads will be available for purchase. We ask that you consider supporting the show program by purchasing an ad. This form will be posted on the guild's website once it becomes available.

Fees and Payment: A check for the FULL amount must accompany the Application Form. Checks should be made payable to "TCQG" and mailed to P.O. Box 215, Richland, WA 99352. **NOTICE: All cancellations after March 1 are subject to 25% administrative fee.** If no space is available, you may elect to remain on our waiting list. In that case, we will hold your application and payment until space becomes available or refund payment in full.

Use of merchant space is subject to the approval of the Merchant Mall Committee and/or the Three Rivers Convention Center, who reserve the right to approve or deny merchant applications.

Your signature on the Application Form is confirmation that you have read and will abide by these Merchant Guidelines.

We look forward to seeing you in March!

Tri-City Quilters' Guild
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