www.QuiltersDayOut.com

Vendor Information and Guidelines

March 14, 2026

Paroquet Springs Conference Centre
395 Paroquet Springs Drive
Shepherdsville, KY 40165

Quilters' Day Out is on a mission to unite, showcase, and impact the quilting community in and around Louisville, Kentucky. We invite you to join us in celebration of National Quilting Month at our annual "Gathering of the Guilds". We would love to have your participation as a vendor at our upcoming Quilters' Day Out (QDO). Below are some basic guidelines for vendor participation.

1. Booth fee is:
    a. $120.00 for each 10' x 10' space
    b. $230.00 for each 10' x 20' space
    c. $340.00 for each 10' x 30' space
2. Two chairs will be provided per space (additional chairs are available by request) and
    a. One six-foot table for each 10' x 10' space
    b. Two six-foot tables for each 10' x 20' space
    c. Three six-foot tables for each 10' x 30' space
    d. Additional six-foot tables are available for $15 each when ordered in advance or $25 each if requested after January 31, 2026. You are more than welcome to bring your own tables.
    e. You will need to provide your own table covering or can order your tables to be skirted for an additional $15 each.
3. Electricity will be available for an additional cost of $20.00. You will need to supply your own electrical cords and outlet strips.
4. Password protected Wi-fi will be provided by the venue, but having a back up source of internet is encouraged.
5. 8' tall pipe and drape will be provided around the perimeter (three sides) of each booth unless a corner booth is requested and available. Please note that pins cannot be used in facility drape.
6. Out of respect to all vendors, pricing should be in line with MSRP and MAP. Yard sale and estate sale type booths are not permitted. Show specials, within reason, are allowed.
7. QDO encourages vendors to provide a door prize at their booth to be awarded during the event. There will be drawings in the vendor room for these door prizes that we will announce before the end of the event. You will be responsible for bringing sign-up materials for attendees to register for your booth's prize.
8. **The deadline for applications is January 31, 2026.**
9. Full payment is due when the contract is submitted and is non-refundable after January 31, 2026. Please make checks payable to "Quilters' Day Out". Unfortunately we are unable to accept payment via credit card at this time.

10. Applications received after the deadline of **January 31, 2026** are subject to space availability and must include a $30 late fee.
11. Confirmation of acceptance will be emailed to the email address listed on the application on or by Tuesday, February 17, 2026.
12. All booth spaces will be assigned at the discretion of the Vendor Coordinator.
13. Signs will mark the vendors' entrances to unload and load merchandise, etc. Vendors will need to provide their own rolling carts to help transport their merchandise.
14. QDO will provide admission passes for up to two people per 10 x 10 space who are working at the event (four admission passes per 10 x 20 booth and six passes per 10 x 30 booth). Additional admission passes must be purchased for $10 each when submitting your application or on the day of the event.
15. This year we are thrilled to have promotional bookmarks advertising our event to distribute to quilt shops and guilds. If you would like some to distribute, please indicate how many on the application (while supplies last).
16. We are excited to announce that QDO is now on social media! Please follow us, and tag us in your promotions and share our Facebook event!
    a. Facebook Page: https://www.facebook.com/QuiltersDayOut
    b. Facebook Event Page: https://www.facebook.com/events/1730389394271614
    c. Instagram Page: https://www.instagram.com/QuiltersDayOut
    d. We invite you to email us a copy of your logo and 3-5 images we could use in our promotions to QuiltersDayOut@hotmail.com
17. Vendors' booths MUST be set up and ready by 8:30 a.m. on Saturday, March 14th. The Conference Centre will be open Friday, March 13th, from 1:00 p.m. till 5:00 p.m. and Saturday, March 14 at 7:00 a.m. for set up.
18. All tables, chairs, displays, and merchandise must fit inside the dimensions of the rented booth space.
19. All vendors shall keep their booth neat, clean, and hazard-free.
20. There will be a concession area available to purchase breakfast and lunch. Food from outside, including brown bag lunch, is not permitted by the venue.
21. No pets are allowed inside Paroquet Springs Conference Centre.
22. All vendors are responsible for collecting and filing their own Kentucky State Sales Tax.
23. This year our designated charity is quilts for the local fire stations and the WHAS Crusade for Children. Vendors are invited (but not required) to participate. For more information visit http://www.quiltersdayout.com/2026-charity.html
24. QDO reserves the right to change the event location or cancel at any time in case of emergency, act of God, infectious disease, or other circumstances over which they have no control.
25. Vendor is solely and exclusively responsible for obtaining and maintaining any and all insurance coverage necessary for Vendor's participation in QDO, including but not limited to commercial general liability insurance. QDO makes no representation that any insurance coverage is provided to Vendor and expressly disclaims any responsibility for loss, damage, injury, or liability incurred by Vendor, its employees, agents, contractors, volunteers, property, or customers.

Quilters' Day Out Vendor Information and Guidelines

Dates To Remember

Saturday, January 31, 2026	*Vendor Booth Application Due
Tuesday, February 17, 2026	*Confirmation of acceptance will be emailed to the email listed on the application on or by this day.
Friday, March 13, 2026	*Vendor set-up encouraged: Friday, March 13, from 1:00 to 5:00 p.m.
Saturday, March 14, 2026	*Additional Vendor set-up time: Saturday, March 14, from 7:00-8:30 a.m. *All Vendor booths MUST be ready by 8:30 a.m. on Saturday, March 14. *Quilters' Day Out is open to the public from 9:00 a.m. to 3:00 p.m. *You **MUST** keep your booth set up until closing at 3:00 p.m. Saturday afternoon. *Load-out 3:00 p.m. to 4:00 p.m.

We hope you can join us for this annual quilting celebration. To reserve your booth space, please return the attached application form and check payable to "Quilters' Day Out". Mail form and check to:

Quilters' Day Out Vendors
Attn: Pamela Mattei
657 S. Hurstbourne Pkwy. Suite D216
Louisville, KY 40222

If you have any questions, please contact:

Pamela Mattei, QDO Co-Chair and Vendor Coordinator, at QuiltersDayOut@hotmail.com.

Quilters' Day Out 2026 ~ Vendor Application

(Application Deadline: January 31, 2026)

Business Name: _____

Contact Person: _____

Address: _____

_____

Business Phone: _____ **Cell Phone:** _____

Email: _____

Website: _____

Description of merchandise to be sold: _____

_____

_____ **10' x 10' Booth - $120**

_____ **10' x 20' Booth - $230**

_____ **10' x 30' Booth - $340**

_____ **Electricity - $20**

_____ **Number of chairs (two are included at no charge)**

_____ **Number of 6' tables - $15 (one is provided per 10' x 10' space)**

_____ **Number of skirts for 6' tables - $15 (none are provided)**

_____ **Additional Admission Tickets (Two provided per 10 x 10 space. Additional tickets are $10 each)**

$_____ Total Amount Enclosed. Please make check payable to "Quilters' Day Out"

_____ # of promotional bookmarks I would like to distribute at my store or prior events.

_____ I am providing a Door Prize for my Booth which is valued at $_____ and includes:

_____

Please list any notes or special requests on the back of this application.

I have read, understand, and agree to abide by all rules and guidelines. I further acknowledge and agree that "QDO" does not assume responsibility and shall not be held liable for any loss, damage, injury, or liability incurred by Vendor, its employees, agents, contractors, volunteers, property, or customers.

Vendor Signature:

_____

Date: _____

Please mail your check and completed Application Form via USPS to:

Quilters' Day Out
Attn: Pamela Mattei
657 S. Hurstbourne Pkwy. Suite D216
Louisville, KY 40222

Applications can also be emailed in advance to QuiltersDayOut@hotmail.com