

South Bay Quilters Guild
2025 Quilt Show Information Letter
Application Included

July 8, 2024

Dear Vendors,

The South Bay Quilters Guild of Torrance, CA is happy to announce our 2025 quilt show, ***Our Quilt Garden***, which will be held February 22nd & 23rd, 2025, at the Torrance Cultural Arts Center, 3330 Civic Center Drive, Torrance CA. This is the same facility we have used in the past.

The vendor mall setup is on Friday, February 21st from 2:00pm to 8:00pm. Vendors are required to participate on both Saturday and Sunday. The show hours for Saturday and Sunday are 10:00am to 4:00pm. All vendors will have until 6:30pm on Sunday to break down their booth. We will have assistance if needed.

The quilts on display will be located in the Toyota Meeting Hall with our vendor mall, food court, and raffle baskets in the Ken Miller Recreation Center which is right across the inner courtyard. We are looking forward to an exciting show with many wonderful quilts, *Our Whimsical Quilt Garden* Opportunity Quilt, and of course, a great vendor mall! A live quilt auction will be held end of day on Saturday. Our attendees have told us they look forward to visiting the quilt show vendors as much as seeing the beautiful quilts on display. We hope you will decide to be a part of our show.

Attached please find the vendor mall application. Pricing remains the same as last year. Pipe and light gray drape, tables and chairs, and electricity are all included in your booth fee. You will find our booth fee schedule on the application attached to this email. Our available booth sizes are also listed on the application. We can adjust our booth sizes to meet your needs as long as we have open space in the mall.

Space in the show is allocated on a first come, first serve basis. Room location of booths is based on vendor applications received and room layout. The last two years all space was reserved and we had a waiting list so please do not delay in sending in your payment and application.

To secure a booth at our show, please mail the following items listed below to the address listed on the application:

- 1) The attached 2 page application, completed and signed
- 2) Your check made payable to **South Bay Quilters Guild**

Your payment is fully refundable, less a \$50 administrative fee, until December 1, 2024. After that no refunds will be made unless we can replace you from our wait list. Be sure to call me as soon as possible if you find you must cancel.

The City of Torrance requires that all vendors purchase a transient business license for the show weekend. You may find the form and information about this license at the City of Torrance website under Business License Applications.

Please note our Sale policy: Vendors may discount their general merchandise up to 15% as desired. Each vendor may also advertise and sell **one** particular item as a "Show Special" up to 20% off regular price. This could include a boxed set of thread, a set of rulers, etc. No further discounts may be given. Feel free to discuss with me your situation.

Thank you for taking the time to look over our show information. Feel free to contact me with any questions. We look forward to a wonderful quilt show and vendor mall next February and we hope to see you there.

Sincerely,

Gale Valentini & Donna Bowker

Vendor Co-Chairs, SBQG 2025 Quilt Show

Contact Information:

Gale Valentini

(707) 799-5914 cell (call or text)

Email: MGVAL@sonic.net

Vendor Mall Application – Page 1
February 22nd & 23rd, 2025 (Set up Friday, Feb 21st)

Vendor Business Name: _____

Name of Contact Person

First & Last Name: _____

Address

Street / P.O. Box: _____

City, State & Zip Code: _____

Main contact phone number: _____

Is this a cell phone and do you receive texts? _____

Contact phone number during show _____

Is this a cell phone and do you receive texts? _____

Emergency Contact (name and phone number) _____

Resale # _____ **e-mail** _____

Website: _____

Instagram: _____

Facebook: _____

Please describe your business and specify a particular product you wish to highlight (example: yardage or pre-cut fabric, wool, patterns, kits, gift items, jewelry, books). We will use this information on our social media pages to advertise you as a vendor at our quilt show.

Signature: _____ **Date:** _____

Vendor Mall Application – Page 2
February 22nd & 23rd, 2025 (Set up Friday, Feb 21st)

Vendor Name: _____

Please circle the booth space you are requesting. I will contact to confirm receipt of your application and confirm your booth choice. If you require a different size booth than displayed below, please call me to discuss availability and price. Room location of booths is based on vendor applications received and room layout.

Booth Size	Booth Fee	Tables	Chairs
8x10	\$220	2	1
8x12	\$264	2	1
8x14	\$308	3	1
10x10	\$275	3	1
10x12	\$330	3	1
10x15	\$412	4	2
10x20	\$550	4	2
12x12	\$396	4	2

We can provide more tables and chairs (at no additional cost) than is specified above but you must let me know with your application so we can check availability. Please indicate the number of **additional** tables and chairs you will need:

No. of additional tables _____ No. of additional chairs _____

For hanging displays in your booth, you must supply your own equipment, however, nothing may be pinned to the drape. We will provide crossbars across the top front of booths when requested. Do you want a crossbar across the top front? Circle: Yes or No

Pipe and light gray drapes are included in the prices shown. Electricity will be made available to your booth. **Only LED lights are allowed in the booths and I highly encourage you to provide LED lighting for your booth.**

To secure your spot in the vendor mall, please mail this 2 page application along with a check payable to South Bay Quilters Guild to:

Gale Valentini
 3901 Via Cardelina
 Palos Verdes Estates, CA 90274

Questions?
 (707) 799-5914 (call or text)
 Email: MGVAL@sonic.net