



Call for Marketplace Vendors

Hand Weavers Spinners & Dyers of Alberta
HWSDA Conference 2011 - Land of Varied Perspectives
June 10, 11 & 12 Calgary Alberta

The Heritage Weavers and Spinners Guild of Calgary is honoured to be hosting the upcoming HWSDA annual conference and are busy ensuring it will be a wonderful experience for all involved. The *Land of Varied Perspectives Conference 2011* will be held on the beautiful campus of the Southern Alberta Institute of Technology on June 10, 11 and 12, 2011 in Calgary AB.

The vendor marketplace is an important part of the conference experience and participants look forward to meeting our vendors and shopping during this annual event.

This year, all events will take place on the main floor of historic Heritage Hall and the vendors will be strategically placed in the midst of the fun!

Vendor Marketplace Hours: The vendor marketplace will be open to the public Friday June 10: noon – 6pm, Saturday June 11: 8am – 6pm, Sunday June 12: 8am – noon.

Booth Fees: Vendor booths will be located in classrooms along the main hallway in Heritage Hall – secure and easily accessible during conference hours. Due to classroom configurations, one booth will consist of either an 8'x8', 8'x10' or 10'x10' space and will include electrical access, one table and two chairs. Vendors will need to supply their own extension cords, table covers and display fixtures. Booth costs for the 3 days of the 2011 conference are: 8'x8' \$185, 8'x10' \$230, 10'x10' \$285. Extra chairs and tables are available upon request. The 10' x 10' booth spaces have a desk sized fixed center island that can be used as a sales display or sales counter.

Booth locations: Booths will be assigned on a first come, first served basis. There are limited vendor spaces available, so your prompt response will be needed to secure your booth at our annual event.

Vendor Set up: There is an outside door at the east entrance of Heritage Hall. This is the closest access point for the vendor booth spaces. The main entrance may also be used during set up. Vendors set up on Friday June 10 from 7:30am-noon.

Walls: SAIT does not permit attaching anything to the classroom or hallway walls.

Security: SAIT facilities will be locked overnight. Rooms will be unlocked at 7:30am (or later if requested by individual vendors) and secured again once the marketplace hours are over.

Washrooms: There are washrooms along the hallway in Heritage Hall.

Sales: We wish all of our vendors a successful event, but we cannot guarantee sales.

Meals: Vendors may purchase individual tickets for the Friday BBQ and/or the Saturday banquet or NEW THIS YEAR - we will be offering a conference vendor meal package that includes tickets for the Friday and Saturday evening meals, breakfast on Saturday and Sunday, as well as a box lunch for both Saturday and Sunday that will be conveniently delivered to your vendor booth. Please indicate on the registration form if you wish to purchase the vendor meal package and the box lunch menu choices will then be sent to you for your selection.

Sponsorship opportunities are available: host am or pm nutrition breaks or the juried show opening coffee and cake event. Interested individuals/companies should contact Norma Westcott (norma.westcott@shaw.ca) for complete details.

Donations: The donation of a door prize and small items, coupons or advertising materials for the registrant conference bags is most welcome and appreciated.

Accommodation: While at the 2011 conference, vendors are responsible for arranging their own accommodations. SAIT has available space in their campus residences, just steps from the conference site.

SAIT on-campus accommodation is available at reasonable rates (GST extra).

\$160/day for 4-bedroom unit

\$100/day for 2 bedroom unit

\$80/day for studio unit

for a virtual tour of the rooms go to: www.liveatsait.com

for further information and reservations please contact:

Jessica Grant jessica.grant@sait.ca

SAIT Residence Canadian Campus Communities

The Tower and East Hall

151 Dr. Carpenter Circle NW

Calgary, AB T2M 3G1

telephone: 403.284.8013 / fax: 403.284.8435

Please quote "**Hand Weavers, Spinners & Dyers of Alberta**" to receive the group conference rate.

Requests for accommodation must be received by April 1, 2011. After this date, SAIT cannot guarantee accommodation availability.

Alternate accommodation is available at Motel Village (close to McMahon Stadium), a short (2 stop) c-train ride from SAIT.

Please note that SAIT does not have RV parking or hookup facilities.

Reach your target market in this exciting, intimate venue. The conference registrar expects over 100 registered participants and the event will be heavily promoted via local media and social networks. SAIT is located in the heart of Calgary and is easily accessed by bus and LRT. We encourage you to “get the word out” to your local clients that you will be in town and looking forward to a visit.

Vendor marketplace application deadline: March 15, 2011

We look forward to hearing from you soon!

**HWSDA Conference 2011 Land of Varied Perspectives
Marketplace Vendor - Registration Form**

Business name:

Address:

Phone #:

Fax#:

Email:

Contact person:

Booth size requested:

8'x8' \$185 x _____ = \$ _____
8'x10' \$230 x _____ = \$ _____
10'x10' \$285 x _____ = \$ _____

Meal ticket Friday June 10 BBQ only #__ x \$ _____ = \$ _____

Meal ticket Saturday June 11 banquet only #__ x \$ _____ = \$ _____

Vendor meal package tickets #__ x \$ _____ = \$ _____

Total enclosed \$ _____

Please make your cheque payable to:

Hand Weavers, Spinners & Dyers of Alberta or HWSDA

Send this registration form and your cheque to:

Siri McCormick – Heritage Weavers and Spinners Guild

2315 Westmount Rd N.W.

Calgary AB

T2N3N7

Phone: 403.270.0525

Fax: 403.270.0169

Email: siri@tedhedz.com

Space will be allotted on a first come, first served basis. Due to SAIT classroom configurations, there are limited vendor spaces available, so your prompt response will be needed to secure your booth at our annual event. Our eager weavers, spinners and dyers look forward to welcoming you!