

**The deadline for
reservations & payment is
SEPTEMBER 30.**

CELEBRATE THE BOOK WEEK
A BOSLER & FRIENDS BOOK FESTIVAL
2016 2-DAY TABLE RENTAL CONTRACT

TABLE # _____
(Festival use only.)

Friday, October 21, set up begins at 8:00 a.m.

October 21-22 (Fri./Sat), Festival table rental hours are from 10:00 a.m. to 5:00 p.m.

Saturday doors open at 9 am for vendors. Break down/move out must be completed by 6 p.m., Saturday.

OPTIONAL: IF YOU WISH TO MAN YOUR TABLE UNTIL CLOSING AT 9 P.M.FRIDAY, YOU ARE WELCOME TO STAY. THERE ARE PROGRAMS GOING ON IN THE MEETING ROOMS AND IN THE YA/TEEN ROOM UNTIL 8 P.M. BOOKERY IS ALSO OPEN. OUR HOSPITALITY SUITE* WILL CLOSE AT 5 P.M.

<u>FRIDAY & SATURDAY COMBO PRICING PKG :</u>	<u>SAT. ONLY PRICING:</u>	<u>FRI.ONLY PRICING:</u>	(CIRCLE WHICH TABLE PRICING YOU ARE SELECTING)	
Author Full Table - \$80	\$60	\$60	Author Full Table=	\$ _____
Author Half Table - \$40	\$30	\$30	½ Author Table=	\$ _____
Retailer/Publisher/Bookstore/ Organization or Association Table - \$115	\$90	\$90	Vendor/Publisher/Bookstore =	\$ _____
I plan on staying until 9 p.m. Friday _____	No Bad locations!	TOTAL FEES		\$ _____

NOTES: FULL SIZED tables are 5'x2 ½' ; ½ SIZED TABLES ARE 3' x 2 1/2'. Pricing includes tablecloths, chairs, wireless internet & sign, plus access to our hospitality suite.* Go to our website for a typical table setup.

Tables are assigned on a first-come, first-served basis. Celebrate the Book Week has the right to refuse applications. You will be notified via email as to your table acceptance and table number. Directions and accommodation listings are on the website.

CHILDREN'S AUTHOR'S TABLES WILL BE LOCATED IN THE UPSTAIRS CHILDREN'S AREA.

Do not bring elaborate set up decorations as you do not have as much space as in previous years.

Business/Publisher/Author: _____ Contact person: _____

Street Address: _____

City, State, Zip: _____

Email: _____ (Required) Cell Phone: _____

Website (if applicable): _____

Authorized Signature: _____ Date: _____

Please give us some information about yourself/your business:

Book seller/Re-seller/Publisher/Org or Assoc.- Specialization if applicable: _____

Book-related Vendor--Describe: _____

Author Topic(s): _____

Book(s) Published: _____

Authors, please provide a bio (less than 100 words) and a current picture (2"x2" b/w jpg pref.) & email to lhofer@frogswitch.com.

Check if you will be bringing your own book(s) to sell.

If you are not handling your own book(s) but would like them available for purchase at the festival, **YOU must contact: Jeff Swope – jswope@ccpa.net** - indicating your name, ISBN#(s) & title of book(s), # of copies. We will have a "book depot" where books can be purchased by attendees.

***PAYMENT OPTIONS (please include this form and mail to the Friends of Bosler Library) Do not call the Bosler Library.**

Please note: The State of Pennsylvania requires that any vendor selling merchandise obtain a permanent Pennsylvania sales tax license.

Applications for licensing may be obtained from the Dept of Revenue 717-425-7704 & 717-425-7710 or on our website.

Enclose check with this form and mail to:

Friends of Bosler Memorial Library
Att: Celebrate the Book Week
PO Box 730
Carlisle, PA 17013

OR

Provide credit card information

below and fax to 717-370-5546

Visa MasterCard (circle one) **OR**

card # _____ CSV# _____

expiration date _____

Pay online at the donations page of

www.celebratethebookfestival.org

and

mail us your completed
form

Cancellations: Notice of cancellation must be received by October 4, 2016 in order to receive a full refund of table rental fees.

Questions? Contact: boslerfriends@boslerfriends.org

Site location: **Bosler Memorial Library, 158 E. High Street, Carlisle, PA 17013**

For all information and updates go to www.celebratethebook.org

THIS CONTRACT HAS CHANGED FROM PRIOR YEARS!!!!

If you have a website, please add our event to it. Advertising space is available in the event program. If you are interested, please contact jswope@ccpa.net for ad information. Like us on facebook!

*Our Festival Hospitality Suite which will provide drinks & snacks from 10 am to 5 pm (Mon-Sat), & lunch faire 11 - 2 pm (Fri/Sat only), and a place to eat/relax.

Updated August 11, 2016