

ALABAMA GRAND CHAPTER, ORDER OF THE EASTERN STAR
ANNUAL SESSION OCTOBER 8 – 11, 2026
Hyatt Regency-The Wynfrey Hotel
1000 Galleria Circle, Birmingham, Alabama

VENDOR SPACE REQUEST FORM

Note: All information provided must be legible for the request to be considered.

Business Name: _____

Contact Name: _____

Address: _____

Phone 1 _____ **Phone 2** _____

Email Address: _____

Merchandise To Be Sold (e.g., clothing- type, jewelry, fraternal, accessories-type): _____

NOTE: Sale of any type of food or beverage is prohibited.

We will provide to each vendor: One 8-ft table and 1 chair, limited number of electrical wall-plugs, and WIFI passcode. If you require any special hook-ups of any kind, you must request them when you submit this form and we will assess the possibility.

Size of space will be based on number of vendors; however, no space will be less than 10 ft x 12 ft. **Your minimum space required:** _____. We will consider your minimum space requirement when making space assignments.

Vendors may set up beginning after 7:00 a.m. on Thursday, October 8, 2026, and must vacate the space no later than 3:00 p.m. on Saturday, October 10, 2026. All loading and unloading must be done via the hotel's dock and freight elevator.

I agree to pay to Alabama Grand Chapter, Order of the Eastern Star, \$300.00 for the privilege of selling my merchandise at the Alabama Grand Chapter Session to be held at the Hyatt Regency-The Wynfrey Hotel in Birmingham, Alabama on October 8 – 11, 2026.

Signature

Date _____

This request form and a check for payment of \$300.00 must be sent to: **Ann Henley, PGM, Chairman of Arrangements Committee, 1423 Upper Kingston Rd, Prattville, AL 36067** and must be received by September 18, 2026. If space permits, vendor requests will be considered after September 18; however, payment must be by cashier's check or money order.