

**COIN SHOW BOURSE APPLICATION**  
**VIENNA COIN & STAMP SHOW**

Vienna Community Center  
120 Cherry Street, Vienna, VA. 22180

**AUGUST 2, 2025** 10:00am – 5:00pm (public) – dealer set up (8:00 am)  
**AUGUST 3, 2025** 10:00am – 3:00pm (public) – dealer set up (8:00 am)

Applicant's Name: \_\_\_\_\_  
Listing/Signage Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Additional Names: \_\_\_\_\_  
(Permission behind your table/Responsible on your behalf)

DESCRIPTION	COST	QTY	TOTAL
One (1) – eight (8) foot table, One (1) eight (8) foot back-up table, & electricity provided	\$250.00		
Two (2) – show cases (provided w/table rental – <b>MARK IF NEEDED</b> – 1 or 2)	No Charge		
One (1) – Light (provided w/table rental – <b>MARK IF NEEDED</b> – 1)	No Charge		
Two (2) – eight (8) foot tables, One (1) – eight (8) foot back-up table, & electricity provided (“L” shaped corner spot – limited supply)	\$475.00		
Two (2) – show cases (provided w/ table rental – <b>MARK IF NEEDED</b> – 1 or 2)	No Charge		
One (1) – Light (provided w/table rental – <b>MARK IF NEEDED</b> – 1)	No Charge		
Additional Show Cases	\$20.00		
Additional Lights	\$10.00		
	<b>TOTAL DUE:</b>		

(ALL FEES LISTED ABOVE ARE FOR 2 DAY EVENT)

**AGREEMENT & RELEASE**

1. The lessor, VCSS, LLC hereby agrees to rent to the Applicant bourse space in the exhibit area on August 2 -3, 2025.
2. Applicant hereby releases VCSS, LLC and its Officers, Members, Committees, Agents and Employees and their officials and/or their personal capacities from any liability for loss, damage or destruction (through negligence, gross negligence or otherwise) of numismatic, philatelic, other material sale and for personal injury and property damage of any kind. The foregoing shall not, however, limit the liability of any individual who may personally be guilty of theft and/or willful damage or destruction.
3. It is specifically understood by the Applicant that VCSS, LLC are not insurers and will not provide insurance to the Applicant during these events or at any time.
4. Dealers are responsible for any and all excise, state or personal taxes, which may occur from the sale of their merchandise.
5. Dealers offering altered, counterfeit or other spurious material will be subject to expulsion from the show without recourse.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Make check payable to **VCSS, LLC**  
Be sure to make a copy of check and application for your personal records.  
Mail check and application to: **PO Box 215, Vienna, VA 22183**

**Or, you can PayPal your payment to [Viennacoinshow@gmail.com](mailto:Viennacoinshow@gmail.com)**

CANCELLATIONS MADE OVER 30 DAYS PRIOR TO EVENT MAY BE REFUNDED; LESS THAN 30 DAYS WILL RESULT IN LOSS OF TOTAL FEES PAID ABOVE. Q & A'S may be directed to: Lorne Lavertu at [Viennacoinshow@gmail.com](mailto:Viennacoinshow@gmail.com), or (703) 559-1111