

## VENDOR/BAZAAR SHOW

**PLEASE NOTE: THERE WILL BE A \$20.00 FEE FOR EARLY TEAR DOWN**

DATE: Saturday, November 04, 2017  
Time: 9:00 am – 3:00 pm  
Place: St. Matthew's Episcopal Church  
1501 N. Center  
Saginaw, MI 48638 (on the corner of Brockway and Center-an area of high traffic)

SET UP: Friday, November 03, 2017  
TIME: 6:00 pm – 8:00 pm

You may find it beneficial to have "cash and carry items".  
You may want to have a drawing at your table. Be sure to attach your business card.  
No spaces held. All spaces must be paid in advance.  
Table size: 6 feet only, please.

FEE: EARLY SIGN UP-\$20.00 (with your own 6 foot table) if paid before September 01, 2017. The fee will be \$25.00 effective September 02, 2017. This charge covers advertising and space rental. We may have tables available for an additional fee of \$5.00. If you do need a table, please make your request as soon as possible. Two chairs will be provided for your convenience.

There will be a \$5.00 fee for each additional display that sets on the floor. You may wish to reserve 2 spaces.

### EVENT RULES

Please read carefully.

Event ends at 3:00 P.M. **PLEASE, NO EARLY TEAR DOWN.**  
Please be on site by 8:15 A.M. on Saturday. The doors will open at 8:00 A.M.  
We do have a Website and Facebook page that will be advertising the event.

### NO REFUNDS

1. The bazaar will be held rain or shine; snow or sleet. As long as the roads are drivable in Saginaw, the bazaar will be held. The only possible exceptions would be a power outage or road closure. We cannot guarantee a reschedule, but will try our hardest. (If you are interested in spending the night in Saginaw, please contact the church for hotel recommendations).
  2. If you sign up for the bazaar, but are unable to attend-please try to find someone to cover your table. Failure to do so may result in denial of participation in future bazaars. We are unable to fill spots.
- NSF (non-sufficient funds) checks will be charged a fee of \$25.00, plus all other incurred bank fees. Failure to resolve this issue may result in legal actions.  
Please dress in layers. It sometimes takes the boiler a while to heat up.  
A portion of the proceeds will be donated to a charity.

**Please return completed form**

Name of Business:

Your first and last name:

Mailing address:

Phone number (s):

E-mail address:

\$20.00 (early sign up) or \$25.00 per space x \_\_\_\_\_space(s) + additions \$5.00 x \_\_\_\_\_ = \$\_\_\_\_\_.

Table use: \$5.00 (if available)

Other:

There will be an additional fee of \$5.00 (per each item) for anything outside the allowed space.

SIX FOOT TABLES ONLY, PLEASE.

Do you need to be by an electrical outlet?

(Please provide your own power strip and extension cords).

Description of product:

Other comments or concerns: please contact Diane at (989) 714-4669. You may want to make a copy of this contract for your records. If you would like a receipt, one can be provided.

Be sure to fill out and sign this contract. By signing the contract, you are agreeing to all the terms stated.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Amount enclosed \_\_\_\_\_

Please mail contract and payment as soon as possible to:

St. Matthew's Episcopal Church  
1501 North Center Road  
Saginaw, MI 48638

Attention: Bazaar Committee

