

# Craft & Vendor Show

## First United Presbyterian Church of Rennerdale

151 Noblestown Road, Rennerdale, PA 15106 \* Phone: 412-276-2268

Saturday, May 2, 2020 \* 10:00 a.m. – 3:00 p.m.

### VENDOR APPLICATION

Organization / Company / Name:		
Please provide a description of what you will be selling. <b>This space MUST be filled in accurately &amp; completely:</b>		
Contact Person:		
Address:		
Phone:	E-mail (required):	Website:
Circle One:	Indoor Space (\$25)	Outdoor Space (\$15)
Outlet Needed:	Yes    No	(Additional \$5 charge and available for indoor spaces only)

### IMPORTANT INFORMATION

1. **This completed registration form and the registration fees are due by April 5, 2020.**

**Payment Options:** 1) Mail this form along with your payment to the above address. Make check payable to the First United Presbyterian Church of Rennerdale. 2) Pay via PayPal using [rupctreasurer@gmail.com](mailto:rupctreasurer@gmail.com). You must also scan and e-mail or mail the registration form after paying via PayPal. 3) Drop this form and your payment at the church.

*We cannot reserve your space until we receive this form & your payment.* Once your registration is confirmed, you will receive an e-mail. Visit our website for additional information: [www.rennerdalepresbyterian.org](http://www.rennerdalepresbyterian.org).

2. **Cost of registration is \$25 for an indoor table or \$15 for an outdoor 10x10 space.** Indoor fee includes one table and two chairs. Outdoor fee is for the space only (you are responsible for your own tent, table & chairs). Outdoor space fees cannot be refunded due to inclement weather. There are limited indoor spaces with electrical outlets – these are first come, first served and require an additional \$5 fee.
3. **Each vendor is asked to donate a basket or an item worth at least \$20 to be used for the basket raffle.**
4. **Doors open for set-up at 8:00 a.m.** No set-up after 10:00 a.m. please. Also, we ask that you not begin breaking down your space until after 2:30 p.m. Detailed information about parking, unloading/loading, etc. will be e-mailed with your space confirmation.
5. **If you have any questions,** please e-mail Lori at [mrsrctx@comcast.net](mailto:mrsrctx@comcast.net) or Dee at [rupctreasurer@gmail.com](mailto:rupctreasurer@gmail.com). You may also text/call Dee at 412-932-7202. You can also like our Facebook page for additional updates.

**PARTICIPANT AGREEMENT:** *If this application is approved,* the vendor named above agrees to participate in the Craft & Vendor Show and is responsible for all booth fees. Vendor is also responsible for cleanup of their area at the conclusion of the show. By signing below, you agree that your booth fees cannot be refunded if you are unable to attend the show. If you reserve a space outdoors, we cannot refund fees due to inclement weather.

Printed Name:	
Signature:	Date: