

Hope Mennonite Church Craft Bazaar and Peppernut Sale

Date: Saturday, November 10, 2018
Hours: 9 AM - 4 PM
Set-Up: Fri, 11/9 6 PM - 9 PM
Sat, 11/10 7 AM - 8:45 AM

We are accepting applications for exhibitors and consignors at the Hope Mennonite Craft Bazaar and Peppernut sale. We are very excited about the event, and hope that you will choose to be a part of a very enjoyable and successful day. All proceeds will be donated to missions.

In addition to the craft bazaar, there will be a snack bar with a lunch menu, door prizes, a raffle and bake sale focusing on peppernuts. Each year our peppernut sales are very successful! Be sure to tell your friends and family to come and take part in our activities! We will be widely advertising the event in local churches and also our community.

We hope you will take part in our annual Hope Mennonite Church Craft Bazaar. Please mail your application with payment to the following address. We look forward to seeing you in November.

Hope Mennonite Church
Attn: Renetta Gooden
868 N. Maize Road
Wichita KS 67212
(north of Central & Maize Rd in West Wichita)

Contact Renetta Gooden with questions:
Phone: 316-687-0095 or 316-393-0101
E-Mail: renetta.gooden@att.net

EXHIBITOR INFORMATION

DEADLINE: Applications must be postmarked by November 1, 2018. Late entries will be assessed a \$5 fee.

BOOTH DESCRIPTION: Booth sizes are approximately 10X10. Cushion chairs are provided. Electricity is available in select spaces.

NAMETAGS: Two nametags will be provided per booth. Each nametag will be awarded free admission as well as select free beverages (i.e. coffee & tea) from the snack bar.

DOOR PRIZE: We ask that each exhibitor donate one item for us to give away as a door prize. Please attach your business card to the item so we can announce your name/business at the time the item will be given away. This is a great way to promote your business and let people know what items you have for sale in your booth.

EXHIBITOR RESPONSIBILITIES:

- *Displaying only handmade items (NO MARKET)
- *Set up complete by 8:45AM on Saturday
- *Collecting and reporting all sales tax
- *No smoking on church property
- *No break down of booths prior to 4PM on Saturday
- *Vacate the building no later than 5PM on Saturday
- *No sale of baked goods without prior approval

WE RESERVE THE RIGHT TO:

- *Limit the number of booths displaying the same kind of crafts in order to ensure a balanced show
- *Refuse applications that do not keep with our intent to provide quality handmade crafts or those that conflict with our bake sale. Feel free to contact Renetta Gooden if you have any questions or concern.

Exhibitor Registration

Name: _____

Address: _____

City: _____

State: _____ ZIP: _____

Phone: _____

E-Mail: _____

NameTag1: _____

NameTag2: _____

Description of craft item(s) (include photo if available): _____

Booth Space(s) _____ X \$35.00 = \$ _____

Table(s) _____ X \$10.00 = \$ _____

Electricity \$2.00 = \$ _____

Late Fee (after 11/01/18) \$5.00 = \$ _____

Total Amt Due with Registration \$ _____

Requests for a corner booth space (two sides to customer traffic) will be assigned on a first-come first-served basis.

Corner Booth Space Request

Please make checks payable to:
Hope Mennonite Church

Detach Application and Mail with Payment by 11/01/2018

Consignor Registration

Name: _____

Address: _____

City: _____

State: _____ ZIP: _____

Phone: _____

E-Mail: _____

Please provide the following information about the items you would like considered for consignment.

Description of craft items (include photo if available): _____

Expected number of consignment items: _____

Price range of consignment items: _____

SALES TAX:

* We will not collect or pay sales tax on behalf of the consignor. Sales tax is the sole responsibility of each consignor. Please consult with a tax advisor if you have questions or concerns.

CONSIGNOR INFORMATION

DEADLINE: Applications must be postmarked by November 1, 2018. Late entries will be assessed a \$5 fee to be deducted from consignment proceeds.

CONSIGNOR RESPONSIBILITIES:

- *Displaying only handmade items (NO MARKET)
- *Delivery of item(s) by 9pm Friday, 11/9
- *Pricing all items
- *Labeling each items with assigned consignor number (provided when acceptance is mailed) and individual item number
- *Listing all items on detailed inventory sheet (provided when acceptance is mailed)
- *Picking up items between 4pm and 5pm on Saturday
- *No need to be present, however you are most welcome to come and eat or shop
- *No smoking on church property
- *No sale of baked goods without prior approval

WE ARE RESPONSIBLE FOR:

- *Confirming your acceptance and providing a unique consignor number and inventory sheet by mail
- *Checking in and out each consignor's items
- *Display and presentation of items
- *Collecting payment for each sale
- *Tracking sales for each consignor
- *Payment to consignors for total sales minus 20% and any applicable fees (payments mailed by 11/30/18)

WE RESERVE THE RIGHT TO:

- *Limit the number of similar items in order to ensure a balanced show
- *Refuse applications that do not keep with our intent to provide quality handmade crafts or those that conflict with our bake sale. Feel free to contact Renetta Gooden if you have any questions or concerns.

Detach Application and Mail with Payment by 11/01/2018