

Vendor/Crafter Registration Form
ATTIC Youth Craft Show
 Saturday, April 6, 2019– 10:00am-4:00pm



First United Methodist Church
 407 N. Bridge Street, Victoria, TX 77901
 (361) 578-2701

Registration Fees:
TO BE PAID IN FULL AT TIME OF REGISTRATION
Before March 1, 2019

Inside-See Rules for Equipment
 10x10___ \$50.00

Outside- See Rules for Equipment
 10x10___ \$30.00

Item	
Booth Space	\$ _____
Table-(8ft) (Max 2 per booth) Limited	___ X \$5.00 = \$ _____
Chair (Max 2 per booth) Limited	___ X \$2.00 = \$ _____
Electric (Limited Spaces; Inside only)	No ___ Yes ___ \$10.00 = \$ _____
Total Amount	\$ _____

Checks or Money Orders payable to:
First United Methodist Church
407 N. Bridge Street, Victoria, TX 77901
Memo Line: Youth

Business Name: _____

Contact Name: _____

Address: _____ City _____ State _____ Zip _____

Email: _____

Website or Facebook: _____

Phone: _____ Cell: _____

Description of items to sell: (Please include pictures if able)

Items needing electricity:

* Guidelines/Rules on reverse side

I have read and agree to the guidelines/rules set forth by ATTIC Youth Craft Shows

Signature: _____ **Date:** _____

For Event Use Only

Payment Received Date: _____ **Booth Number:** _____

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10:00am-4:00pm

Guidelines/Rules 2019

The Vendor/Crafter Registration Form must be accompanied by cash, check or money order and received no later than March 1, 2019. All cash, checks or money orders must be made payable to First United Methodist Church, 407 N. Bridge Street, Victoria, TX 77901 (Memo Line: Youth). If mailing form and payment, please mail in care of: Bri Robertson, 407 N. Bridge Street, Victoria, TX 77901. First United Methodist Youth reserves the right to censor any booth.

- **All payments are non-refundable** (Except electricity fee if electricity is unavailable, booth fee if a booth at time of registration is unavailable or event is canceled by event board)
- Only forms that are completely and fully filled out will be considered
- No duplicate booths allowed, however, booths with similar products may be allowed
 - For example, the event board would NOT approve two Scentsy booths, however, they would approve one Scentsy booth and one booth that makes homemade wax melts.
- No one shall occupy the space other than the original contracted merchant without prior consent from the event board.

Event Hours are 10:00am-4:00pm Saturday, April 6, 2019

- Vendors/Crafters may begin set up at **8:00am** and must begin break down directly after the event ends. We only have one area to unload, so please make sure to be here early.
- **Inside Vendors Only-** may set up the day prior, Friday April 5, from 5:00-8:00pm with a signed release form.

Unloading/Loading areas:

- Inside booths- Glass street (back door)
- Outside booths- Commercial street

After unloading, please move vehicles either to the Children's Ministry Center parking lot(located off of Power Ave.) or park along Glass Street and Power Avenue. We want to keep the parking lot across from the church and all streets by the event open for customers.

Inside Vendors/Crafters (Christian Life Center and Wesley Hall) may rent tables and chairs from FUMC for an extra cost. Electricity is limited; it is first come, first served. Make sure to bring your own cords if using electricity.

- No materials can be hung or taped to the walls-you will need to bring your own portable partitions to use.

Outside Vendors/Crafters must provide their own equipment i.e. canopies, tables, chairs, etc. No electricity available. Please no generators.

Vendors, please stay until the end of the show.

Food will be for sale by the First United Methodist Youth. The sale of food is not permitted unless approved by the event board.

First United Methodist Church will not be held responsible for any liability, lost, stolen, or damaged merchandise or any injury during ATTIC Youth Craft Show.

After reading all of the guidelines, if you have questions or need more information,
please contact Bri Robertson at proud.army.wife5886@gmail.com
or (361) 578-2701.