



Chino Valley United Methodist Church

735 East Road 1 South
Chino Valley, AZ 86323
928-636-2969
www.chinovalleyumc.org
chinovalleyumc@gmail.com

Vendor Information & Guidelines

Circle of Sisters Craft & Bake Sale
Friday, November 19, & Saturday November 20, 2021
9:00 am to 3:00 pm

1. Vendor Application Form

- Fill in, sign and date the attached form

2. Fees

- Vendor must commit to both Friday and Saturday
- \$25.00 per space per day. Total amount owing for one space for two days = \$50.00
- Additional space - fees apply as stated above
- Accepted form of payment – cash or check, made payable to Chino Valley United Methodist Church.
 - Annotate as “*Circle of Sisters Craft & Bake Sale*”

3. Return

- **Signed Application and Fee – no later than Monday, October 25, 2021**
- Applications are accepted on a first-come, first-serve basis
- **No reservations by phone**
- Mail to: Chino Valley United Methodist Church
735 E Road 1 South
Chino Valley, AZ 86323

4. Cancellation

- Should you need to cancel your reservations, the application fee will be returned to the vendor, minus a \$20.00 non-refundable deposit. If Chino Valley United Methodist Church cancels the event, all fees will be refunded.

5. Setup

- Thursday, November 18, 2021, from 9 am – 12 pm
- Located in the main building of the church
- Furniture provided to each vendor: 1 – 6 foot table and 2 chairs
 - If you need additional furniture, check the box on the application form and what you need

6. Take down

- Saturday - after 2 pm and finished by 4 pm

7. Questions?

- 928-636-2969

Thank you for participating in this event



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Vendor Application Form

Name	
Address	
Phone	
Email	

Description of Sale Items

- Yes, I will need additional space and understand that additional fees apply - \$25.00 per space per day. Total amount owing for one additional space for two days = \$50.00
- Yes, I need additional furniture_____
- Other _____

Total Fees Enclosed: _____

I understand should I need to cancel my space reservation; Chino Valley United Methodist Church will retain a \$20.00 non-refundable fee from my space rental fee. I also understand fire regulations will be strictly enforced at all times – no items or displays will be allowed outside of my allotted space or in all aisle ways.

In consideration for participating in the Craft and Bake Sale, sponsored by Circle of Sisters of Chino Valley United Methodist Church on November 19-20, 2021, I hereby release, waive, discharge and covenant not to sue the Circle of Sisters, Chino Valley United Methodist Church, their servants, agents and employees (herein referred to as releases) from any and all liability claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or to any property belonging to me, whether caused by negligence of the releases, or otherwise while participating in such activity, or while in, on or upon the premises where the activity is being conducted or in transportation to and from said premises that may be sustained by me, my agents, family members, volunteers, helpers or partners.

Sign & return this application along with applicable fee(s) on or before Monday, October 25, 2021

- I understand I am responsible for payment of any transaction privilege tax.**

Signature _____

Date _____