



Chino Valley United Methodist Church

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

Craft & Bake Sale Vendor Information & Guidelines

Friday, November 14, 2025 - 9:00 am - 2:00 pm
Saturday, November 15, 2025 - 9:00 am - 2:00 pm

1. **Vendor Application Form**

- Complete, sign, date and return the application and fees **on or before Friday, October 31, 2025**
- Applications are accepted on a first-come, first-serve basis
- Mail or drop by: Chino Valley United Methodist Church
735 E Road 1 South
Chino Valley, AZ 86323

2. **Fees**

- Vendor must commit to both Friday and Saturday
 - **\$30.00** per space per day. Total amount for two days = **\$60.00**

3. **Payment**

- Cash or check made payable to Chino Valley United Methodist Church.
Annotate in memo as "Craft & Bake Sale"

4. **Spaces**

- One space = one table and two chairs
 - Note: Because of space constraints, additional items such as stands for hanging items, **requires prior approval**.
- You can bring your own tables and / or chairs.

5. **Cancellation**

- Should you need to cancel, the application fees are non-refundable.
- If Chino Valley United Methodist Church cancels the event, all fees will be refunded.

6. **Setup**

- Thursday, November 13, 2025, from 9 am – 12 pm. Located in the church sanctuary.

7. **Take Down**

- Saturday – As a courtesy to the public, other vendors and liability concerns, we ask that you **DO NOT** break down your booth until 3 pm on Saturday.

8. **Lunch**

- Lunches will be provided both Friday and Saturday and will be paid separately from vendors fees. Lunch costs will be collected on Friday and/or Saturday. A menu will be available.

9. Donations to the "Luck of the Draw" table are appreciated. This is a great way to show the community your talents. Have your item ready on Thursday

10. **Questions?**

- 928-636-2969



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Vendor Application Form

Name	
Business Name	
Address	
Contact Phone	
Email	

Description of Craft Sale Items

- ☐ Yes, only if space is available, I will need additional space and understand additional fees apply. \$30.00 per space per day.
- ☐ Yes, I will need additional furniture _____
- ☐ I plan on bringing my own tables and / or chairs. My table size is _____

Number of spaces needed: _____ **Total Fees Enclosed:** _____

- ☐ I understand fire regulations will be strictly always enforced – no items or displays are allowed outside of vendor space or in aisle ways.
- ☐ In consideration for participating in the Craft and Bake Sale on November 14 and November 15, 2025, I hereby release, waive, discharge and covenant not to sue the 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 application and fees on or before Friday, October 31, 2025

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

Signature _____ Date _____

Office Use Only

Fees Received: Cash _____ Check _____