

Beulah Missionary Church
Holiday Craft Bazaar and Artisan Market
Saturday, November 9th, 2024 8am-2pm
Vendor Information & Application

Returning Vendors: If you are requesting the same space as last year, please submit your paid vendor application by September 9th. Any applications that are received after that will be assigned on a first come first served basis.

Returning Direct Sales Vendors: If you wish to continue to be the representative for your product/company at our Bazaar this year your paid application must be received by September 9th, or we will accept other applications for Vendors from your product/company.

Thank you for your interest in being a part of the 2024 Holiday Craft Bazaar and Artisan Market at Beulah Missionary Church. We hope the information included here will answer some of the questions you may have about our upcoming bazaar and artisan market. Also included with this information is your vendor application. Please fill this out and return it with payment to secure your spot. If you have any additional questions please call Beulah Missionary Church Office at (574)875-6537 or e-mail at women@beulahchurch.org (please put Beulah Bazaar in the subject line).

- When your Vendor Application is received before October 1st the booth price is \$35 and includes 2 chairs, if you need more please note that on your application. Each additional booth is \$30. (More info regarding registration at the end of form)
 - Tables may be rented for \$5 per table. sizes are 8ft, 6ft, and round. One table may be rented per space. ***Tables are first come first serve*** Our rented 8ft tables go first with our 6ft tables quickly behind them and late applicants may end up with a round table or need to provide their own.
 - After October 1st the booth price increases to \$40 for the 1st booth and \$35 for each additional booth.
 - **All applications must be paid by October 30th or we cannot hold your space.**
 - Please submit your paid Vendor Application as soon as possible.
 - Our spaces are measured out at 8ft by 4ft with a 2 ft walkway between spaces. These spaces are designed to fit an 8ft table with space to sit behind them. If you choose to bring your own table/tables all of your displays **must fit** within that 8ft by 4ft allotted space. Walkways between tables must be kept open. The Bazaar Coordinators have the right to ask you to move any items in order to keep them within that allotted space. If you want to use any space outside of your 8ft by 4 ft table you **MUST** talk to a bazaar coordinator and receive permission first.
 - Please be aware of "Do Not Block" signs, walkways between tables and doorways these spaces must be kept open for safety or maintenance reasons.
 - Your booth must be ready by 8:00am and stay open until 2:00pm. ***No early tear downs***, please. Please be mindful of our cleaning crew by having your space cleaned up promptly so we can be prepared for our Sunday Morning Service.
 - Set-up times are as follows
 - Friday, November 8th from 3:30pm-7pm
(No Early Admittance for the safety and security of LIFE preschool)
 - Saturday, November 9th from 7-8am
- If at all possible, it is best to set up on Friday.**

- You will need to provide your own change, bags, table coverings and extension cords (if electricity was noted on your registration form)
- A special note to **Direct Sales Vendors**: In order to provide each of our Direct Sales Vendors the best sales, we limit our bazaar to one vendor per company (ie: Pampered Chef, Tupperware etc.). We give preference to those who have rented space the previous year. If you sell “company” products, you must list them on your registration form.
- Beulah Missionary Church shall not be held liable for any personal injury and/or loss or damage to any property.
- We will have free coffee available in our Cozy Cafe for all of our vendors!
- Food will be available for purchase in the Cozy Cafe and designer coffee drinks will be available for purchase in our coffee bar throughout the day.
- Lunch is available for pre-order from the Cozy Cafe, and can be delivered to vendors at their booth. Vendors will receive an option to pre-order lunch in an email from us on October 1st. If you wish to have lunch delivered please fill out the emailed form and submit your online payment through the provided link in the email by November 1st so we can be sure to have enough food to fill your lunch order on the day of the bazaar. This will help us to ensure that you receive the lunches you have requested and that substitutions do not need to be made on that day. (If you need to pre-order by check or cash please call the church office and we can help you make those arrangements.)

If you have submitted your application and find that you are not able to attend, please let us know as soon as possible by calling Beulah Missionary Church Office at (574)875-6537 or e-mailing us at women@beulahchurch.org

Please register online at ([google form link](#))

****If you are unable to register online, please mail the enclosed application (Address below on application)****