VENDOR APPLICATION

28th ANNUAL COUNTRY FAIR
Saturday, September 29, 2018
10:00 a.m. – 4:00 p.m.

SMITHTOWN UNITED METHODIST CHURCH
230 Middle Country Road, Smithtown, NY 11787
(631) 265-6945

Dear Vendor,

Thank you for your possible interest in participating in our family-oriented fair. As we extend an invitation to you, we ask that each vendor comply with the following guidelines:

- ✓ Set-up starts at 8:00 a.m. and must be complete by 9:45 a.m.
- ✓ Each space is 10 feet by 10 feet at $50.00 each
- ✓ No extensions to the front, back or sides of space
- ✓ Bring your own table, chair and canopy

The Church Fair Committee reserves the right to exclude any product not in keeping with a family-oriented event. Any vendor whose behavior, cooperation or business practice is not conducive to a family-oriented event will be asked to leave.   **Priority will be given to those vendors whose applications are received early. Applications received with payment by August 1, 2018 will receive a $5.00 discount per table.**

THERE ARE NO RAIN DATES. However, in the event an early decision is made to hold the event indoors, there will be limited space for vendors. Priority will be given to church members and those submitting applications with the earliest date. Any vendor not accommodated inside will be refunded $45.00. The church and Fair Committee shall not be held liable for theft, damage or injury. Each vendor is responsible for the collection of the sales tax on their wares (if applicable). **Parking after unloading is reserved for you in a designated parking lot of the church. Additional instructions as to parking space assignment will be sent to you approximately two weeks prior to the event.**

Complete the form below and return it with a check payable to SUMC. Send to the church at the above address, attention Diana Alvarez.

September 29, 2018

Name _____ Phone _____

E-mail: _____

Address: _____

Items selling: _____

No. of spaces _____ X $50.00 each = amount enclosed _____

I agree to the guidelines and policies as above _____ Date: _____
                                                                (vendor signature)