

NORTHLAND CATHEDRAL 2017 HOLIDAY BAZAAR RULES & REGULATIONS

Event Date ~ November 11th, 2017

CONTACT INFORMATION

Diane: Event Coordinator – mojo0072@yahoo.com or 816 517-1850

Patsy: Event Facilitator: 816 453-2423

Please review all the rules and regulations before signing up to be a part of our event. Complete contract and return on or before 9/1/2017. Even with the deadline registration will be closed when all booths are sold.

GENERAL INFORMATION

- Event Date is November 11th, 2017
- The event will be open to the public 9:00 a.m. to 4:00 p.m. **Set up** is Friday 4:00 p.m. to 9:00 p.m. and Saturday 6:30 a.m. to 8:30 a.m. ALL booths must be ready to go by 8:30 a.m.
- Rental fee is \$55 for 8X10 space with 2 chairs. Table rental \$10 and electricity \$10. (Tables & electricity are limited availability). You may purchase more than one space.
- Vendors are responsible for set up, tear down, and leaving your area clean and in condition it was found. **VENDORS MUST REMAIN SET UP UNTIL 4:00 p.m. even if you have sold all your items. FAILURE TO DO SO COULD RESULT IN BEING DENIED A BOOTH FOR FUTURE EVENTS.**
- Make payment to Northland Cathedral. Your check will serve as your receipt unless otherwise requested
- If you choose to participate in the 2017 bazaar you can turn contract with payment in the day of the 2016 Bazaar. After November 12th, 2016 **ALL booths** are available for rental, first come first serve basis. We will not hold any booth space without payment. No exceptions please. **ALL FEES ARE NON REFUNDABLE AND NON TRANSFERABLE**

CHECK IN

- Enter through the main entrance under canopy and check in at desk **prior to set up**. You will be provided an information packet with name tags, booth location & other information needed.
- You will be shown to your space and the closest location to unload. **ALL VEHICLES MUST BE PARKED IN THE NORTH PARKING LOT AFTER UNLOADING. NO EXCEPTIONS**

RULES & REGULATIONS

- NO profanity, smoking, or alcoholic beverages are permitted anywhere in the building or its premises.
- NO second hand or rummage items can be sold
- Halloween items are discouraged, but fall décor is welcome
- We reserve the right to ask certain items be removed if they conflict with the beliefs of the church and / or we feel you have misrepresented your product per your contract.
- New and resale items ARE accepted and will be placed in designated areas away from handcrafted items.
- Businesses are accepted and will be placed in designated areas. Only one vendor from each company will be accepted.

PLEASE NOTE:

We welcome all comments and suggestions that would result in a positive outcome for all future events.

Our staff has worked very hard to make this a pleasant and profitable event for you.

Please treat them with courtesy and respect. They are here to serve you.

