

COMMUNITY YARD SALE

Saturday, May 26th 8am – 2pm

Grace Assembly of God, 2303 E. Churchville Rd, Bel Air, MD 21015

Vendor Registration

Name: _____

Business (if applicable): _____

Address: _____

Phone: _____ Cell Phone: _____

Email: _____

Space Information:

_____ Single Space (\$15.00)

_____ Tables (\$5.00 each, max 2)

_____ Double Space (\$25.00)

\$3.00 Online Payment Fee (if applicable)

TOTAL Amount Due: \$ _____

Check One: Yard Sale Vendor Business/Flea Market Vendor

Have you been a vendor at this yard sale in the past? Yes No

If business Vendor, will you be providing food samples? Yes No

Electricity needed? (upon request, not guaranteed) Yes No

Space Preference (not guaranteed): Parking Space Grass Space

Special Request: _____

* Limited spaces & tables available on first come-first serve basis. You will be contacted to confirm your space rental. It is highly recommended that you contact the church office for availability at 410-879-5340 prior to registration.

Three ways to register...check one!

- Bring Registration & Space fee to the church office, Mon.-Fri., 9am – 3pm
- Mail Registration & Space Fee to church office, c/o “Sandy Kline – Yard Sale”
- Email your Registration to lisa@graceofbelair.com, Subject: “Yard Sale Registration” and pay the Space Fee through www.graceofbelair.generush.org (add \$3 service fee)

I have read and understand the Vendor Information & Guidelines.

Signature: _____ Date: _____

FOR OFFICE USE ONLY:

Date Received: _____

Check # _____ Amount \$ _____

Generush(add \$3 service fee) Amount \$ _____

Cash Amount \$ _____

Confirmation # _____

VENDOR INFORMATION & GUIDELINES

Event Details:	<ul style="list-style-type: none"> • Location: Grace Assembly of God, 2303 E. Churchville Rd, Bel Air, MD 21015 • Event Date & Times: May 26, 2018 from 8am – 2pm • Vendor Check-in & Space Assignment: 6:00am – 7:15am • Set-up: 6:00am – 7:45am (no vehicle unloading in sale area after 7:45am) • Tear-down: 1:30 pm – 2:00pm (no vehicle in sale area until 2:00pm) • Bathroom facilities available inside the church.
Sales Space Description:	<ul style="list-style-type: none"> • Roughly 8' by 16' in size (1 parking lot space or grass area) • No electricity provided (may request, not guaranteed) • No tables, chairs, canopies, etc. provided, may bring your own • No traffic cones, rope, etc. to mark off space provided • Space availability is first-come, first-serve; your space will be assigned • Your space is reserved/held by payment only • Only one representative per business (eg. 1 Pampered Chef Rep., 1 Tastefully Simple Rep.) • No Food can be sold at your space...see FAQ? • No alcohol or smoking is permitted at vendor spaces; <i>designated</i> smoking areas provided
Payment Policy:	<p>The space rate is <u>\$15 DONATION per single space</u> or <u>\$25 DONATION per double space</u>. A limited number of tables are available at \$5 each (call office for availability).</p> <p>Payments may be made by cash, check (payable: Grace AG), or credit card</p> <p><u>Mail or Drop off Checks to the church office:</u></p> <p>Grace Assembly of God c/o Yard Sales: Sandy Kline 2303 E. Churchville Rd. Bel Air, MD 21015</p> <p><u>Credit Card:</u></p> <p>Payments can be made by credit card via GenerUsh on the Grace Assembly of God webpage... www.graceofbelair.generush.org</p> <ul style="list-style-type: none"> • Donate under "Youth" • Express Donation: Insert total amount (add \$3.00 process fee) • Fill out form & accept conditions • In "Message" box, note "YARD SALE REGISTRATION" <p>*There are <u>no refunds</u> for space or table rental donations ** Free Spaces Available to Remix Youth <u>National Fine Arts Participants</u> as a fundraiser.</p>
What to Bring:	<ul style="list-style-type: none"> • Tables, Chairs, Blankets • Cash/coins to make change • Bags or boxes for shoppers who purchased items from you • Weather Appropriate Items: Sunscreen, hat, sunglasses, blanket, jacket, etc. • Food/Snacks (we do have a concession stand)

Space Set-Up and Tear-down Requirements:

Space Set-up Requirements: Vendors may begin setting up at 6:00am. Vehicles can be unloaded between the hours of 6:00am and 7:45am. Vendors arriving after 7:30am will be unable to unload in the yard sale area and will have to carry items from their parked car into their vendor space; all vehicles must be removed by 7:45am for the safety of our shoppers. Sellers may not park their vehicles within the yard sale selling area unless a double space or grass space is purchased. Vehicles may not enter or exit the yard sale area at any time during the hours of 7:45am and 2:00pm.

Unloading: Unload ALL of your items quickly from your vehicle(s) and move your vehicle(s) to vendor parking before setting up your space. This helps the unloading process run smoother for other vendors and keeps our parking lot from getting backed up. If you have a double space, please pull your vehicle in one space and unload in the other. You can move your vehicle and return to set up your space.

Space Tear-down Requirements: Vendors may begin tearing down their space at 1:30pm. Vehicles will be allowed to reenter the yard sale area at 2pm to load remaining items. Please take all large trash items home with you and do not place them in our dumpster.

* **DONATIONS:** There will be a donation truck at the end of the yard sale from American Veterans and a Missions team that will take any acceptable items that you do not wish to cart back home...we will have a designated area if you would like to take advantage of this service.

FAQs:

Can I reserve a specific spot for the yard sale?
Registering for the yard sale will **NOT** reserve a specific spot. You may request a parking lot or grass area spot, but they are not guaranteed. All space availability is first-come, first-serve. We do try to keep all business/flea market vendors together in one central location. If you are a former vendor, you may request your space(s) from the year prior, but they are not guaranteed.

How will I know if a yard sale has been cancelled?
The yard sale is a rain or shine event, however, if we feel it is unsafe to continue the event, you will be contacted by email by 4:30AM Saturday, May 26 and/or a notice will be placed on the church website www.graceofbelair.com.

Do you give refunds for space and/or table rentals?
There are no refunds given for the space or table donations if you are unable to make the event or need to leave early. If we cancel the event, a credit for a future sale may be given or you can choose to leave your donation with the youth group.

Can I sell prepared food items and beverages at the yard sale?
Vendors may not sell prepared food or beverage items at the yard sale due to Health Department regulations. If your business sells food items (eg. Tastefully Simple), you may serve samples to showcase your food items, as long as they follow proper Health Department regulations for food handling and you have insurance through your business. You must also check the appropriate box on the registration form.

Do you serve food at the event?
There will be a concession stand that will sell hot food, soda, water, and a variety of snacks as part of the Fine Arts Youth Fundraiser.

How do merchant and consumer sales work?
Grace Assembly of God is not responsible for products sold. All sales are between the merchants and consumers.

*** Grace Assembly of God reserves the right, in their sole discretion, to deny participation in, and access to, the Community Yard Sale to any individual with or without reason.**