

Edmond Mothers of Multiples Consignment Sale Vendor Contract

Edmond Mothers of Multiples (EMOM) hosts a children's consignment sale twice a year as a fundraiser for our club. With the proceeds from these events, we make contributions to our community and provide support to our fellow mothers of multiple birth children. We invite you to join us at this event as a vendor.

EVENT DETAILS

Pre-Sale on Friday, March 6, 2020 from 4:00 - 7:00pm
General Sale on Saturday, March 7, 2020 from 8am - 3pm

Quail Springs United Methodist Church
14617 N Pennsylvania Ave, Oklahoma City, OK 73134

Your booth fee includes admission to shop during the Pre-Sale on Friday and General Sale on Saturday.

FEES

Booth Fee: There is a booth rental fee of \$30 for EMOM members and \$40 for non-EMOM members. Payments must be made by Friday, February 28, 2020.

Early Registration Discount: If you return your contract and pay your booth fee by Friday, February 7, 2020, you will receive a discounted rate of \$25 for EMOM members and \$35 for non-club members.

Payments can be made online at www.edmomdmoms.org or via PayPal to emomspaypal@gmail.com.

Booth Cancellation or Failure to Occupy Booth Space: Failure to show up the day of the show without notice will forfeit all vendor fees. If you need to cancel for any reason, you must contact one of the Sale Coordinators no later than 30 days prior to the sale in order to receive a refund. Refunds will be in the amount of 50% of the vendor fee.

Rules and Guidelines

Check-in and Set-up: Check-in and set-up is available Friday, March 6, 2020 from 10am - 3pm. We will provide you with one (1) 6-foot table and 1-2 chairs. All display items must fit in this space.

Your Sales: You will be responsible for all your own transactions.

**** NOTE:** You are 100% responsible for any items left at the sale location overnight. The Edmond Mothers of Multiples (EMOM) Club is not responsible for any missing or damaged items.

Event Management Rights: Event management reserves the right to enforce and/or interpret the Rules & Guidelines and to make final decisions without exception. Vendors agree to comply with the club's policies, Rules and Guidelines, and terms and conditions as stated in the contract. Event Management reserves the right to restrict, modify or expel without refund any exhibit that it deems undesirable or non-compliant.

Basic Rules: The consignment sale is a family-oriented event. We reserve the right to request that any item that we feel is objectionable be removed from your booth.

* We know that you may have children with you so we ask that you please keep your children in your booth at all times (no running around the building) in order to make this event a great experience for all vendors, volunteers and customers.

* NO alcohol or smoking is permitted in/or around the building or on the grounds at any time.

Booth confirmations: Booth confirmations will be assigned on a first-come first-serve basis by category & availability. Only one (1) commercial sale for each company will be allowed ((i.e. Scentsy, Pampered Chef, IT Works, etc).

Booth Locations: Booth assignments are made by Event Management.

Pets: No animals allowed, with the exception of service animals.

Contract Agreement

Application: Please complete the online application including a detailed list and description of the items you will be selling in your booth. Any new items not listed in the application form must be approved by Event Management before displayed in your booth.

Booth Appearance: All booths must be kept orderly and items should be displayed professionally.

No Sub-Leasing of Booths: All contracts must be submitted by the person(s) who have been already approved. If you have a team member who is interested in helping with your booth, their name must be listed in the application. Only 2 people per booth will be permitted (i.e. If you want to man your booth for half the day and another team member wants to man the booth the other half of the day, you must list both names on the contract). *If for any reason you are not able to attend and know someone interested in the space, they must contact Event Management for approval.

Returned Checks: There will be a \$50 service charge for any returned checks.

These Rules & Guidelines must be agreed to by all exhibitors, and by returning your vendor application form, you acknowledge that you have read and agree to these rules.

If you have any questions or concerns please feel free to contact us at any time at emomconsignmentsale@gmail.com.