CHURCH OF CHRIST HOLINESS (USA)

NATIONAL UNITED CHRISTIAN WOMEN'S MINISTRIES

2018 NATIONAL RETREAT

The Founder's Inn & Resort

5641 Indian River Road

Virginia Beach, VA 23464

March 8 - 11, 2018

**VENDORS RENTAL APPLICATION AND AGREEMENT FORM**

Our UCWM has held bi-annual retreats for years. They are hosted by the assigned Diocese for that year with over 150 women in attendance. This is an opportunity for you to display your wares. Tables are six (6) feet in length. ***Tables are $50.00 for 2 1/2 days. (Thursday afternoon, Friday and Saturday)*** If you are interested in participating, please complete, and return the application.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: (H) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (C) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email (optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hours available for contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Business (clothing, jewelry, art,) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of table(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of days\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Monies are to be paid by CASH, MONEY ORDER, and OR CERTIFIED CHECK.***

***Make Checks Payable to: Eastern Diocese UCWM (Memo Line: Vendor's Fee)***

***All Monies Are Due Before Set-Up Is Allowed.***

***All vendors are responsible for their merchandise, set-up, and removal of their wares.***

Exhibitor tables will be available on Thursday , March 8, 2018, after 2:00PM. Costs for the tables are $50.00 each. Tables will be assigned on a first come first serve basis... Vending payments associated with this event is NON-REFUNDABLE.

**DISCLAIMER OF RESPONSIBILITY:** The UNITED CHRISTIAN WOMEN'S MINISTRIES (UCWM) or its entities shall not be liable for claims arising from injury, theft or damage to exhibitors display, neither equipment nor other property brought on the premises. The exhibitor assumes the entire responsibility and liability for losses and damages...***UCWM*** *will not provide a locked area for your merchandise. All merchandise brought to the National UCWM 2018 Retreat is at the risk of the exhibitor.*

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(See back for Agreement Form)**

**VENDORS AGREEMENT FORM**

* The Vendor Coordinator WILL determined where the vendors will be placed. All vendors are to remain within their designated area. Any tables, racks, or stands outside the designated area will result in an additional fee of $100.00 per item.
* The price for a NEW vendor sharing another’s table, booth, or rack is $100.00. (If you do not have a signed agreement form you are a new vendor.)
* The UCWM is NOT responsible for the lack of sales.
* NOTICE: ALL VENDORS WILL NOT BE ALLOWED TO SELL DURING WORKSHOPS, OR SESSIONS.
* ALL FEES WILL BE PAID IN THE FORM OF CASH, MONEY ORDERS, OR CASHIER CHECKS, IN ADVANCE.

**NO EXCEPTIONS!**

**For more information please contact the Vendor Chairperson, Gloria Green at 718-908-9520 or by email gloriakinggreen@yahoo.com**

**PLEASE SUBMIT BY *February 12, 2018***

Please complete this form and send your payment to the person listed below.

**Beverly Latso**n,

c/o Eastern Diocese Retreat

P O Box 932

Temple Hills, MD 20757

I have read, I agree with, and I will follow the above polices and procedures as directed.

Amount Enclosed: $\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Date Received by UCWM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_