

WEST METRO SPRING MARKET & YARD SALE
May 10th | 8am – 2pm

West Metro Church of God is looking forward to hosting its annual Spring Market and Yard Sale. Our goal is to raise money for our ministries, while giving our local artists and small business owners a way to showcase their products. To maintain a variety, we reserve the right to deny your application based on the number of vendors and types of products being sold.

Please complete this form and return it with your payment to:
West Metro Church of God
PO Box 5367
Douglasville, GA 30154

Name: _____

Mailing Address: _____

Phone: _____ **Email:** _____

Type of Yard Products:

Arts/Crafts: _____

Food/Vendors: _____

Yard Sale Items: _____

Small Business Vendor (we will limit our vendors to one vendor per category - Tupperware, Lula Roe, Paparazzi, etc...): _____

Other information you feel we should know: _____

Booth Rental:

Outside Booth (Parking Lot or Field), 1 table, 2 chairs - \$35 - Vendors are welcome to bring their own table.

Total due: _____

For the application to be considered, the following must be included:

_____ Please complete this Vendor Application form.

_____ Please sign the Terms and Conditions

Total Payment Enclosed: _____

To pay on-line, select Get Involved & scroll down to Event Registration (Note: Spring Market)

Any questions, please email: Elaine Grier at Elaine@westmetroco.org

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Terms and Conditions

1. **Setup/Breakdown:** All Exhibitors must be set up and ready to sell by 8am on the day of the event. Exhibitors may begin setting up at 7am the day of the event. Break down can start no sooner than 2pm on Saturday and must be completed by 4pm. No vendor is to close before the official closing time. Sellers are responsible for their selling spaces. *Before leaving, be sure your area is clean and trash-free. If you are staying for Sunday, you will need to move your booth inside for overnight.
2. **Staffing:** Exhibitor tables/booths should be manned at all times and intact until event closes at 2pm.
3. West Metro is not responsible for merchandise or display materials.
4. West Metro reserves the right to have items removed that are considered inappropriate.
5. **Exhibitor Responsibility:** Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. West Metro expressly disclaims any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his employees and/or representatives and activities must not detract from the image or welfare of the event.
6. **Exhibitor Spaces:** If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Spaces are reserved on a first-come first-served basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands or additional equipment.
7. **Acceptance:** West Metro reserves the right to decline any application for space if it deems such action to be in the best interest of the event.
8. **Payment:** The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement. This fee will be used to cover advertising and other incidental costs associated with the production of this event.
9. **Tables & Chairs:** Each Exhibitor may furnish his or her own chairs, tables, stands, tent or canopy.
10. **Outdoor Exhibitors:** For outside exhibitors, it is advised to bring along shims, or blocks of wood to level out the tables, since most of the outside is on flat, but un-level ground. All tents and canopies must be secured to the ground using weights/ sandbags in case of windy weather.

11. **Cancellation of Space:** Application fees are not refundable. West Metro is not liable if weather or other conditions prevent the Exhibitor from attending and fulfilling the contractual obligation as an Exhibitor. No refunds will be made for weather, accident, health or other causes for non-participation.

12. **Indemnification:** Exhibitor agrees to indemnify and hold harmless West Metro Church of God from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Exhibitors at West Metro Church of God Spring Market and Yard Sale.

13. **Applications:** Application forms are also available at West Metro Church of God.

14. In case of inclement weather, the event will be held indoors.

Name: _____

Date: _____