



Piedmont Christian School

Educating Children For Eternity!

Ministry Of Bethany Christian Church
2382 Bethany Church Rd, Bumpass, VA 23024
Phone (540) 872-3543 FAX (540) 872-3873

VENDOR CONTRACT

PCS Christmas Market – FALL 2023

November 4, 2023

10 a.m. – 3 p.m.

Table Vendor: \$35 per 6' x 6' space _____ YES

Car Club Spot (limited spots available): \$25 per vehicle space _____ YES

*This event is INDOORS.

VENDOR/CONTACT NAME: _____

CRAFT/PRODUCT/COMPANY: _____

PHONE NUMBER: _____

EMAIL: _____

BRIEF DESCRIPTION OF WHAT YOU ARE OFFERING:

DO YOU NEED TABLES (6 ft. tables)? COST IS \$2.00 PER TABLE: ___ YES ___ NO COST _____

SPACE IS SET FOR 6X6 SPACE. DO YOU NEED EXTRA SPACE? ___ YES ___ NO

EXTRA SPACE IS \$25.00. DO YOU NEED EXTRA SPACE FOR YOUR PRODUCT? ___ YES ___ NO

HOW MANY EXTRA SPOTS? _____ EXTRA COST _____

PLEASE READ AND INITIAL EACH ITEM:

- Vendors are responsible for tents, tables, and anything needing to be set up unless discussed with PCS Event Staff. _____
- I/We understand that the fees are nonrefundable. _____
- PCS is not responsible in any way for vendor property. Signature waives any liability of Piedmont Christian School and any associated organizations for any injury to you, your party, or damage to or loss of property while engaged in, on site or traveling to or from event. _____
- PCS reserves the right to decline any duplicate vendors. _____
- PCS reserves the right to offer space to repeat vendors first and opened to other representatives as a first come, first serve basis when original representative declines. _____
- All vendors are responsible for their own set up and tear down within the times given for the event. _____
- This is an INDOOR event. _____
- Vendors are responsible to report any sales tax, where applicable, to the Virginia Department of Taxation. _____
- All fees for the space are due upon submittal of this application and deadline. _____
- Vendor agrees to pay all fees in full with cash or checks made payable to **Piedmont Christian School**. _____
- Vendor spots will not be reserved until the application and fee is paid in full. _____
- PCS reserves the right to market you/your items before/during/after to include social media and photos (we use a photo taken at one vendor fair including your picture to advertise our next event). _____
- All vendors are permitted 2 individuals to be at the table. Any additional people will need to purchase a ticket at the front door at the presale rate of \$2. All workers must be listed at the front door upon entry or will not be permitted in the gate without a ticket. _____

WE WILL BE DOING A BASKET DOOR PRIZE DURING THIS EVENT. ARE YOU INTERESTED IN DONATING AN ITEM OR PRODUCT FROM YOUR TABLE TO OUR DOOR PRIZE FOR THIS EVENT? ____YES ____NO What kind of **basket or item** will you be donating?

To reserve your spot for this event, please print this form and mail with payment to Piedmont Christian School, 2382 Bethany Church Road, Bumpass, VA 23024 by Friday, October 13, 2023. PCS will book you as attending, and advertise your company as we receive the *application WITH payment in FULL*.

Vendor Signature

Date

Any questions, please feel free to contact Pamela Marden at pcscrusaders@yahoo.com or at (540) 872-3543.