

# VENDOR REGISTRATION

*Colbert United Methodist Church 4<sup>th</sup> Annual*

## *Advent* MARKET

**CHRISTMAS GIFTS & DECOR • JEWELRY • CRAFTS • HANDMADE ITEMS  
HOMEMADE SOUP • BAKED GOODS • SILENT AUCTION**

**November 17, 2018 • 9 a.m. – 1 p.m. • Colbert UMC Family Life Center**

### **VENDOR REGISTRATION INSTRUCTIONS**

*(Please complete registration form on page two.)*

This is an indoor event.

**RESERVE A SPACE:** We are now reserving 6' x 8' vendor spaces for \$10 each. **Reserved spaces DO NOT INCLUDE TABLES.** You may bring your own tables provided they fit within the allotted space. Five-foot round tables may be rented for \$5 each. Market sellers must reserve their space by completing the registration form along with the rental fee. *Space reservation not complete until form and table rental payment are received.*

**COMPLETE THE REGISTRATION FORM:** Complete form on page 2 and return with payment to Colbert UMC at the provided address.

**SET-UP:** Friday, Nov. 16, 4-7pm.

**SALES:** Each space will manage its own sales / cash box. Spaces are first-come, first-served.

**ITEMS ALLOWED FOR SALE:** Only handmade or handcrafted items allowed please. No used or yard sale type items and no store-to-rack items allowed. Colbert UMC reserves the right to refuse vendors who do not comply.

**CLEAN-UP:** Required by each vendor after the sale.

**SILENT AUCTION:** On-going during the Advent Market. Silent auction items are graciously accepted and much appreciated. It's a great way to promote your products!

*All proceeds from space rentals and soup & bake sales benefit Colbert UMC's food ministries:*

*in the Middle Meals of Madison County, Colbert UMC Food Bank, and*

*Our Daily Bread soup kitchen in Athens.*

**For questions please contact a member of the Advent Market Committee:**

Wanda Coley, 706-788-2642 | Sue English, 706-788-9712 | Rose Branson, 706-227-2571

# VENDOR REGISTRATION FORM

## *Colbert United Methodist Church 4<sup>th</sup> Annual Advent Market*

Mail form and payment to: Colbert UMW c/o Advent Market, P.O. Box 317, Colbert, GA 30628  
Cash Accepted. Make checks payable to: Colbert UMW

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

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

Registrants will receive a confirmation email or phone call when registration form and payment are received. Please provide us a way to contact you:

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Product Descriptions: \_\_\_\_\_

ITEM	COST PER ITEM	# ITEMS	TOTAL COST
6' X 8' Seller Space	\$10		\$
5' Round Table	\$5		\$
Electrical Outlet	\$5		\$
		<b>GRAND TOTAL:</b>	\$

Would you like to provide an item for the Silent Auction during the Advent Market?  Yes  No

I certify that the items I intend to sell at my table(s) are handmade or handcrafted items and not purchased directly from a retailer, nor are my items used or presented for resale.

Signature \_\_\_\_\_

Date \_\_\_\_\_