

FALL CRAFT SHOW
OCTOBER 12, 2019
St. Timothy Cumberland Presbyterian Church
3001 Forest Ridge Dr., Bedford, TX 76021

Thank you for your interest in the St. Timothy Craft Fair which will be held on October 12, 2019.

Please find the vendor application attached below. All information you need is on this form.

- You can **e-mail** the completed application to churchoffice@sttimothy-cpc.org.
- You can **mail** your completed application to *St. Timothy Presbyterian CPC, PO Box 210338, Bedford, TX.*
- You can **drop your application off at the church office** Monday – Thursday, 9:30 am to 2:30 pm.

Payment must be made before applications can be processed. You can mail your checks along with your applications or you can pay online through our website (see instructions below).

Once received and processed, Lynn Stell will be your contact. Her contact information is included on the vendor application.

Please note that spaces are allocated in the order that applications with payment are received.

If you would like to pay with paypal or card through our website, please follow these instructions:

Online Payment

1. Go to sttimothy-cpc.org
2. Scroll to the bottom of the Home page
3. Click on the Donate button
4. You can either
 - a. Log in to PayPal
 - b. Pay with a debit or credit card
5. Enter the amount of your vendor fee based on pricing on the application
6. Click Next
7. Click on the area labeled "You may specify a purpose" and enter the description "Craft Fair Vendor payment" and the name of your business
8. Click Donate Now
- 9.

Thank you again for your interest and we look forward to your participation!

St. Timothy Cumberland Presbyterian Church

3001 Forest Ridge Drive * P.O. Box 210338 * Bedford, Texas 76095 * (817) 571-7474 * churchoffice@sttimothy-cpc.org

FALL CRAFT SHOW

OCTOBER 12, 2019

Space No. _____

(church use only)

NAME _____ PHONE _____

ADDRESS _____ CITY/STATE _____ ZIP _____

E-MAIL _____

ITEMS TO SELL _____

GENERAL INFORMATION

1. Cost: \$45.00 per space Approx size 7x10
Tables available for use -- \$15 each Electricity usage – additional \$15
2. Set-up will be from 7:30 a.m. from 9:30 a.m. prior to opening on Saturday
Inside booths may set up on Friday afternoon after 4:30 p.m.
3. Show Hours are from 9:00 a.m. until 4:00 p.m. PLEASE do not start packing up to leave until after 4:00 p.m.
4. Please do not hang anything on the walls.
5. Please leave your selling area as clean as you found it.
6. St. Timothy is not responsible for items lost or stolen.
7. Sorry, there will be no refunds issued on rented space.

I have read the above information and agree to comply

SIGNATURE _____ DATE _____

For information, please contact the church office or Lynn Stell at (817) 719-7133.

TIMES/DATES

October 11, 2019 (Friday) – inside space set up after 4:30 p.m.

October 12, 2019 (Saturday) – space set up – 7:30 a.m. / space tear down 4:00 p.m.

Coffee & Donuts 7:30 – 10:30 a.m. Lunch 11:00 a.m. – 2:00 p.m.