

Trinity Lutheran MOPS Mom2Mom Sale

Sale Time: MAY 5, 2018 9:00 am – 12:00 pm, Early Bird Admission @ 8:30 am

Set up Times: Friday, May 4th from 6:00 pm – 8:30pm & Saturday, May 5th from 7:00 am – 8:30am

- Payment and contract must be received by April 24, 2018; spaces will be assigned in the order contracts and payments are received. Rental confirmation will be via email.
- If you would like to be assigned next to someone, please make a note on both contracts or submit them together. Requests will be honored on a first come first serve basis and as space allows.
- REFUNDS WILL NOT BE GIVEN IF YOU ARE UNABLE TO MAKE THE SALE.
- Table assignments will be given Friday night at setup.
- Sellers should be at their table ready to sell at 8:25 a.m. the day of the sale. Sellers may pre-shop other tables prior to the sale Saturday morning.
- Sellers are expected to stay until 12:00 p.m. Do not pack up to leave prior to this time.
- Sellers are to move/park his/her vehicle in the designated seller parking on the morning of the sale.
- Rack Spaces are only available to rent with a table rental; one rack space per 8' table. Sellers are responsible for bringing their own racks. Trinity Lutheran MOPS will not provide racks.
- Sellers are expected to provide their own table coverings, change and bags.
- Sellers are also expected to act as their own security for the items. Trinity Lutheran MOPS is not responsible for any items or money that are lost or stolen from a renter.
- All merchandise is to fit neatly in the space assigned. No items are allowed to protrude into the aisles. You will be asked to move things around in your rented area if they pose a potential hazard to the buyers. The space under the table may be used to display merchandise. Items must be priced and tagged in an attractive and orderly manner. This will help you sell your items. Items must be clean and free from odor.
- Each renter is responsible for taking all items that are not sold. Please be prepared to take your unsold items home with you.
- Child-care will not be provided. You are responsible for your own children at the sale.
- Vendors must contact us prior to sending a contract. There will only be one type of vendor per sale, and a 1:10 ratio of vendors to resale (10%).

For more information or questions, CONTACT: Lindsay Ebig –trinitymopsct@gmail.com

**Please completely fill out this form and return WITH PAYMENT to the address on the bottom.
We will confirm table rental via email.**

<u>Table Rental</u>	Price Each	Quantity	Total
8' Table	\$20.00		
3' Rack Space One rack space per 8' table	\$3.00		

Assignment requests _____

Name: _____

Email Address: _____

Phone #: _____

I agree to all of the above rules and terms stated in the contract. I understand no refunds will be given if I cannot make the sale.

Signature: _____ Date: _____

Send Contract & Payment (Checks made payable to Trinity Lutheran MOPS) to:

Trinity Lutheran Church
MOPS Mom2Mom Sale
Attention: Lindsay Ebig
38900 Harper Avenue
Clinton Township, MI 48036

Big Ticket/Item Room - \$1.00 / item

- **ALL BIG ITEMS WILL BE PAID FOR, IN CASH, THE NIGHT OF SETUP. DO NOT PRE-PAY FOR YOUR BIG TICKET ITEMS WITH THIS CONTRACT.**
- **ALL LARGE ITEMS MUST BE CHECKED IN FRIDAY NIGHT AT SETUP. No items will be accepted the morning of the sale.**
- **There will be a designated area for large items. You must have a table rental in order to have items in the Big Ticket Room.**
- **All big ticket items brought in must be written on the Big Ticket Item Form. The form, with payment, will be turned in at set-up.**
- **Please securely attach 2 designated big ticket room tags (one that says DO NOT REMOVE THIS TICKET, and one that does not) on your items prior to arrival to the sale. The description on the tag must match the description on your item form.**
- **Table assignments will be given at set up, and your table number must be added to your tags prior to being checked into the room.**
- **The selling price will not be lowered until after 10 am and only then, if the interested buyer asks.**
- **Workers in the Big Ticket Room will not sell your item for less than you list, unless otherwise told by you.**
- **Please do not bring any knowingly recalled items. We will do our best to recognize unsafe items, but we can only do so much.**
- **Sellers may cash out their sold items at the end of the sale. If the seller realizes all of their items are sold in the room, they may cash out early.**
- **Please do not leave any unsold items left in the big ticket room after the end of the sale. Be prepared to take your items home with you.**

BIG TICKET ITEM FORM

Seller Name: _____ **Table #:** _____

Description (Style/Brand Name) Ex: Stroller/Graco	Asking Price	Lowest Selling Price	Sold Price
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Total _____

Seller's signature (upon drop off of items) _____

Seller's signature (upon collection of funds) _____