

SACRED HEART PTO
MOM TO MOM AGREEMENT

NAME: _____

VENDOR: YES _____ NO _____ If yes what product: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Have you participated in our sale before: YES _____; NO _____ How did you hear about our sale? _____

Do you have big ticket items to sell? YES _____ NO _____

Please indicate how many table(s) and/or rack space(s) you would like:

MAIN FLOOR

GYM-TABLES: \$20.00 each; STANDARD RACK SPACE: \$5.00 each

TABLE QTY: _____ RACK SPACE QTY: _____

DOWN STAIRS

CAFETERIA**-TABLES: \$15.00 each; STANDARD RACK SPACE: \$5.00 each

TABLE QTY: _____ RACK SPACE QTY: _____

(CAFETERIA IS ONLY ACCESSIBLE VIA STAIRS)**

TOTAL AMOUNT ENCLOSED: \$ _____

Please sign contract. Signature indicates you have read the agreement.

SIGNATURE: _____

- **Tables are not reserved until payment is received.**
- Vendors must receive approval, and the sale is limited to vendors. (only 10% of tables sold can be vendor tables)
- **Cost for vendors is \$20.00/table regardless of location.**
- You will receive an email confirmation of your rental.
- You will also receive an informational email the week before the sale.
- **PLEASE MAKE CHECKS PAYABLE TO: "SACRED HEART PTO"**
- 8 foot tables are supplied, you must bring your own standard size rack (not supplied).

MOM TO MOM SALE RENTAL AGREEMENT

The Sacred Heart Mom to Mom Sale is on **Saturday MAY 5,2018 from 9a.m. to 1p.m.**
 Sacred Heart is located at **22430 Michigan Avenue at Military in Dearborn.**

TABLE RENTAL

- ❖ \$20 FOR EACH 8 FOOT TABLE IN THE GYM (**MAIN FLOOR**)
- ❖ \$15 FOR EACH 8 FOOT TABLE IN THE CAFETERIA (**VIA STAIRS**)
- ❖ \$5 FOR STANDARD GARMENT RACK (**ONE PER TABLE- NO**
OVERSIZED/ROUND/or Double racks)
- ❖ \$20 FOR EACH 8 FOOT TABLE FOR VENDORS

SET UP

- ❖ **FRIDAY MAY 4th FROM 6P.M. TO 8P.M.**
- ❖ **SELLERS MAY ARRIVE AT 7:30A.M. ON SATURDAY MAY 5th**
- ❖ **SELLER PRE-SHOPPING FROM 8A.M. TO 8:30A.M.**
- ❖ **THE DOORS WILL OPEN AT 8:30A.M. FOR EARLY BIRD SHOPPING**

IMPORTANT THINGS TO KNOW

- ❑ We will open on Saturday at 8:30a.m. for Early Birds w/ \$2.00 admission fee.
- ❑ **CANCELLATIONS** after **April 13th** will be refunded if we are able to fill the spot. **NO** refunds after **April 20th**.
- ❑ **ALL BIG TICKET ITEMS** must be checked in on **Friday (no exceptions)**.
Tags/list will be emailed one week prior to sale. **FEE PER ITEM IS 10% OF SELLING PRICE. It is your responsibility to check if your item is on the recall list, and CANNOT be sold if it is.**
- ❑ You should bring two table cloths, one for the table, and one to cover your table on Friday to let us know you are set-up.
- ❑ Your items must be kept in your area and not protruding into the aisles.
- ❑ Please be sure to bring enough change and bags (**WE WILL NOT PROVIDE CHANGE/BAGS**).
- ❑ Only two people are allowed behind each table rented.
- ❑ **SELLERS SHOULD NOT BEGIN PACKING UP TO LEAVE BEFORE 12:45P.M.**

BIG TICKET ITEMS

- We will email you Big Ticket Item list/tags one week before sale. **Please have the list/tags filled out and bring to check in on Friday night.**

QUESTIONS: e-mail Korina Kolbusz: kolbusz73@gmail.com or text/call 313-570-6259 (I will respond when I am available)

Mail contracts with payment to:

ATTN: BUSINESS OFFICE % Korina Kolbusz Sacred Heart PTO
912 S. Military
Dearborn MI, 48124

