

Shrine Catholic Grade School Mom2Mom Sale

February 23, 2019 9:00am-12:00pm

Early bird entrance at 8:30am

LOCATION: 1621 Linwood Avenue, Royal Oak, MI 48067

COST: \$30 per table. Each space is 9 feet x 3.5 feet. We will provide a 6 x 2 foot table and up to two chairs, allowing space for a 3 x 2 foot rack. If you choose to use racks only, they must fit in the designated area. Please indicate in the special request area if you will not need a table. No items or racks are to be brought to the school prior to Friday, February 22nd at 6:00 p.m.

APPLICATION DUE DATES:

We will accept applications until Friday, February 15th or until tables have been filled.

You do not need to have a table to sell Large Items. Applications and table rentals are being accepted on a FIRST COME/FIRST SERVED BASIS. Upon receipt of your application and check/money order, a confirmation will be emailed to you.

If table space is sold out, your check will be returned to you and you will be placed on a waiting list for a possible cancellation.

VENDORS: We are only accepting HANDMADE vendors. Vendor tables are 10% of the total tables sold. Vendor spaces go quickly.

TABLE LOCATIONS:

Tables will be available in the gym, main hallway, and cafeteria. Requests for specific locations will be granted on a first come first served basis.

LARGE ITEMS/ \$10 FOR 10 ITEMS:

Large Items will be sold for you in the LARGE ITEMS AREA. This area is the main hallway on the south side of the building. Please note that the large item fee is non-refundable and the cost is \$10 even if you have less than 10 items. A tally form along with tags will be emailed to you prior to the sale.

CHECK IN:

Friday evening (2/22) 6:00pm-8:00pm

Please do not arrive before 6:00, you will not be able to set up prior to 6:00pm. No exceptions. Large items are to be dropped off and checked in at the Large Item check in.

Saturday morning (2/23) 6:30am-8:00am

Please do not arrive before 6:30am. Large items are to be dropped off and checked in at Large Item check in. Please do not park in the school lot adjacent to entrance doors. All vehicles must park in the Woodward lot, or off-site (parking is also available at the church lot).

A drop-off lane will be available prior to the sale. Tables not set up by 8:00am will be forfeited.

KEY GUIDELINES:

1. All aisles must be kept clear. Please keep your items on or under your table or on your garment rack. If items are too large they MUST be checked in at the large item area.
2. It is your responsibility to provide bank change, bags, etc for your sales.
3. Two person maximum per table.
4. The sale will be open for early bird hours at 8:30 and ends at 12:00. Please have someone at your table at all times to assist with sales.
5. The Shrine Mothers' Club is not responsible for lost/stolen items.
6. Additional information will be sent to you in an email including set-up and large item information, and additional key points.
7. Fees are non-refundable.
8. No food will be provided. Drinking fountains are available.

For sale questions please contact Leslie at shrinem2m@gmail.com .

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TABLE & LARGE ITEM RENTAL APPLICATION

Name: _____

Name #2: _____

Address: _____

Phone: _____

Email: _____

Are you a vendor? yes no If so, what will you be selling? _____

FEES (\$30 per table):

Number of Tables: _____

Subtotal for tables: _____

Large Item Fee (\$10/10 items): yes no

TOTAL FOR ALL FEES: _____

Special requests, please indicate here:

Make check or money order payable to **Shrine Mothers' Club**.

Please mail your application and fees to:

Shrine Grade School

Attn: Mom2Mom Sale

1621 Linwood Ave.

Royal Oak, MI 48067

or

Kidmail to office labeled: **Mom 2 Mom Sale**