

Vendor Information

We wish to invite you to apply to be a vendor at the **Brook Hill United Methodist Church 2025 Christmas Bazaar**. We believe that your product(s) will complement the items that the church is selling, and we hope that you will have a fun and profitable day with us. Here are the details:

Cost: \$35 per 8 ft table space

\$45 per "premium" space (8 ft table & room for add'l small racks - approximately 12 ft of space). These will be located along the long side of the room.

Vendor tables will be located in our **Life Activities Center**, a very large 49 ft. by 83 ft. room near where food will be sold! Vendors may not go in together on the cost of a table. Table rentals are one of the ways that we support our ministries. It is the responsibility of the crafter to report MD Sales Tax.

Make checks payable to: Brook Hill United Methodist Church and return along with your completed registration. Or, use the QR code to register/pay.

Payment is due at time of registration:

Hours of Bazaar: Saturday, Dec. 6 9 am - 3 pm.

Set up for Bazaar: Friday, Dec. 5 3 pm - 7 pm.

Payment Includes: one 8' table and two chairs. We have 15 tables to rent on a first come, first served basis. If you wish to bring your own 6' or 8' table, please list that. Any additional items, ie: pegboard, shelves, etc must be pre-approved and may necessitate a "premium" space. Please email Debbie Thackston. Table covers are not provided, please bring your own.

Food: We will be serving breakfast and lunch in the area near the vendors. To allow you time to eat, the kitchen will be open at 8am for breakfast, and we will have runners available from 11am - 2 pm to take your lunch orders. Payment can be made directly to the runners.

Clean Up: We ask that you not start breaking down your tables prior to the close at 3pm. We will be onsite until at least 4 pm to allow you time to pack.

Please note: We may not be able to accommodate specific location requests. We also may need to assign vendor locations (and payment) based on the number of extra tables you request to bring. Additionally, keep in mind we will attempt to limit the number of "duplicate" vendors, so admittance will depend on whether we already have someone selling the same kind of items. (Ex: we will try to accept only two vendors selling jewelry.)

For more information, or questions, please contact:

Debbie Thackston (240-315-7148) or Deborah.Thackston@gmail.com

Sincerely,

Debbie Thackston

Vendor Coordinator