



THIS IS MOTHERHOOD
Mount of Olives MOPS
SPECIAL EVENTS
VENDOR SPACE APPLICATION AND AGREEMENT

Dear Vendor:

Our MOPS Spring Boutique will be held this year on **Saturday, March 23rd, 2019, from 9:00am-1:00pm.**

We would love to have you join us as a vendor!

It will take place at the Mount of Olives Lutheran Church in Mission Viejo.

Please take a moment to review and complete the enclosed application, indemnity agreement, as well as the terms and conditions. Please make a copy for your records and return the original documents to me. **All entries must be submitted along with full payment ASAP to guarantee your spot.**

The cost for the boutique is \$45, plus an item of merchandise (min. \$15 retail value) to be raffled.

You will need to supply your own 6-foot table. Or, you may rent a table from us with prior arrangements for \$15. **Please make sure to bring only one six-foot table as there is limited space and each spot is meant for a six-foot table only (approximate total space is 6 FT. Wide x 4 FT. Depth).** Please note, if you need extra space for display racks there will be an additional charge and you must contact us in advance to confirm, as no additional space modifications will be made the day of the show.

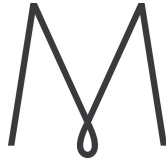
Please send a check made payable to: **Mount of Olives Church** along with your paperwork to:

**MOO MOPS Special Events
c/o Meg Ford
24772 Chrisanta Drive
Mission Viejo, CA 92691**

Table/Vendor assignments will be on a first come, first serve basis and you will be notified via email of your spot in our Fall Boutique after your paperwork and payment have been received.

If you have any questions please do not hesitate to email moomopsboutique@gmail.com. Thank you and I look forward to seeing you very soon.

Sincerely,
Meg Ford
MOPS Special Events Coordinator



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NAME: _____ CELL PHONE: _____

BUSINESS NAME: _____

ADDRESS: _____

EMAIL ADDRESS: _____

WEBSITE (IF APPLICABLE): _____

PLEASE PROVIDE A COMPLETE DESCRIPTION OF THE MERCHANDISE YOU WILL BE OFFERING AT OUR BOUTIQUE:

Please attach photos of your merchandise, as well as a photo to show us how you will be arranging your booth. This will allow us to make the best decision in vendor placement in the room. This is very important!

ENTRY FEE: \$45.00; \$50.00 for outlet space

TABLE RENTAL FEE: \$15.00 per table

NUMBER OF SPACES REQUESTED: _____

NUMBER OF TABLES REQUESTED: _____

TOTAL AMOUNT ENCLOSED: \$_____

VENDOR SIGNATURE

DATE



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INDEMNITY AGREEMENT

For purposes of this indemnity agreement, "Indemnitor" shall mean undersigned vendor, and its agents and employees; and "Indemnitee" shall mean Mount of Olives Lutheran Church, its MOPS Program, the members and/or affiliates of Mount of Olives Lutheran Church, and the members and/ or affiliates of Mount of Olives Lutheran Church's MOPS Program. In consideration for Indemnitor's use of the premises of Mount of Olives Lutheran Church in connection with Mount of Olives MOPS Boutique, Indemnitor agrees to indemnify, protect, defend, save, and hold harmless Indemnitee against any and all claims, suits, causes of action, liabilities, obligations, losses, damages, costs, expenses (including attorney's fees), demands, and judgments, which Indemnitee may sustain or incur by reason of, in consequence of, or arising from Indemnitor's use of the premises of Mount of Olives Lutheran Church and Indemnitor's sale, provision and/or distribution of any goods and/or services on those premises.

NAME OF VENDOR

DATE

SIGNATURE

PRINT NAME AND TITLE



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TERMS & CONDITIONS

- We reserve the right to refuse unsuitable merchandise and merchandise that was not specifically stated on your entry form.
- No reservation will be made without full payment. No refund on spaces.
- Spaces are assigned.
- We reserve the right to change the show layout at any time if necessary.
- Each vendor is required to donate an item (not less than \$15.00 in retail value) that represents their product line and has their company name and the name of the item in plain view for the raffle drawing.
- Tables will be provided for an additional fee, see above. When bringing your own, please make sure they are only 6 feet long and that you are only bringing ONE 6 FOOT TABLE.
- No electricity will be available, if not specifically stated.
- Set up for the boutique will be confirmed ahead of time.
- Vendors may not leave the boutique until it has ended.
- You are responsible for providing your own change.
- At no time will your property be in our care, custody, or control.
- You may not sell baked goods as we will be hosting our own bake sale that day for MOPS.
- You are responsible for your own cleanup after the event.
- There will be a \$20.00 processing fee for any returned check.
- The date and time of the event is Saturday, March 23rd, 2019, from 9:00am to 1:00pm
- No children will be allowed to sit with you at your assigned space.

I understand that my entry fee is non-refundable and non-transferable and that if I do not comply I will forfeit my entry fee and participation in the Mount of Olives MOPS Special Event. I have read the above conditions as well as the enclosed indemnity agreement and agree to comply with the terms set forth in said articles.

Signature _____ Date _____

Name (please print) _____