

# COMMUNITY YARD SALE

Saturday, May 23<sup>rd</sup> 8am – 1pm

Grace Assembly of God, 2303 E. Churchville Rd, Bel Air, MD 21015

## Vendor Information & Guidelines

<b>Event Details:</b>	<ul style="list-style-type: none"><li>• Location: Grace Assembly of God, 2303 E. Churchville Rd, Bel Air, MD 21015</li><li>• Event Date &amp; Times: May 25, 2024 from 8am – 1pm</li><li>• Vendor Check-in &amp; Space Assignment: 6:00am – 7:30am</li><li>• Set-up: 6:00am – 7:45am (NO vehicle unloading in sale area after 7:45am)</li><li>• Tear-down: 12:30 pm – 1:00pm (no vehicle in sale area until after 1:00pm)</li><li>• Bathroom facilities available inside the church.</li></ul>
<b>Sale Space Description:</b>	<ul style="list-style-type: none"><li>• Roughly 8' by 16' in size (1 parking lot space or grass area)</li><li>• No electricity provided (businesses may request, but not guaranteed)</li><li>• No tables, chairs, canopies, etc. provided, may bring your own</li><li>• No traffic cones, rope, etc. to mark off space provided</li><li>• Space availability is first-come, first-serve; your space will be assigned</li><li>• Your space is reserved/held by payment only</li><li>• Only one representative per business (eg. 1 Pampered Chef Rep., 1 Tastefully Simple Rep.)</li><li>• NO FOOD can be sold at your space...see FAQ</li><li>• NO alcohol/smoking/drugs permitted at vendor spaces; designated smoking area provided</li><li>• NO items are to be sold that contain alcohol, drugs, inappropriate language, sexually</li><li>• explicit content, divisive or racist rhetoric, etc. If you question it, ask the coordinator.</li></ul>
<b>Payment Policy:</b>	<p>The space rate is <u>\$20 DONATION per single space</u> or <u>\$30 DONATION per double space</u>. A limited number of tables are available at \$5 each (call office for availability).</p> <p><b>Payments Options: Cash, Check (payable: Grace AG), or Credit Card</b></p> <p><b>1. Mail or Drop off Checks to the church office</b> Grace Assembly of God c/o Yard Sales: Valerie Fuqua 2303 E. Churchville Rd. Bel Air, MD 21015</p>

	<p>2. <b>Credit Card:</b> Online Registration  a. Payments made through online registration</p> <p>*There are NO REFUNDS for space or table rental donations  ** Free Spaces Available to Grace Youth students as a fundraiser.</p>
<p><b>What to Bring:</b></p>	<ul style="list-style-type: none"> <li>● Tables, Chairs, Blankets</li> <li>● Pop-up tents (if they fit in your space) &amp; Tarps <ul style="list-style-type: none"> <li>○ These <b>MUST</b> be secured down with weights on each leg</li> </ul> </li> <li>● Cash/coins to make change</li> <li>● Bags or boxes for shoppers who purchased items from you</li> <li>● Weather Appropriate Items: Sunscreen, hat, sunglasses, blanket, jacket, etc.</li> <li>● Food/Snacks (we do have a concession stand)</li> </ul>
<p><b>Space Set-Up and Tear-down Requirements:</b></p>	<p><b>Space Set-up Requirements:</b> Vendors may begin setting up at 6:00am. Vehicles can be unloaded between the hours of 6:00am and 7:45am. <u>Vendors arriving after 7:30am will be unable to unload in the yard sale area and will have to carry items from their parked car into their vendor space</u>; all vehicles must be removed by 7:45am for the safety of our shoppers. Sellers may not park their vehicles within the yard sale selling area unless a double space or grass space is purchased. Vehicles <u>may not</u> enter or exit the yard sale area <u>at any time</u> during the hours of 7:45am and 1:00pm.</p> <p><b>Unloading:</b> Unload ALL of your items quickly from your vehicle(s) and move your vehicle(s) to vendor parking <u>before</u> setting up your space. This helps the unloading process run smoother for other vendors and keeps our parking lot from getting backed up. If you have a double space, please pull your vehicle in one space and unload in the other. You can move your vehicle and return to set up your space. Be courteous and patient with other vendors!</p> <p><b>Space Tear-down Requirements:</b> Vendors may begin tearing down their space at 12:30pm. Vehicles will be allowed to reenter the yard sale area at 1:00pm to load remaining items. Please take all items home with you and <u>do not</u> place them in our dumpster.</p>

<p><b>FAQ'S:</b></p>	<p><b>Can I reserve a specific spot for the yard sale?</b>  <u>Registering</u> for the yard sale will <b>NOT</b> reserve a specific spot. You may request a spot, but they are not guaranteed. All space availability is first-come, first-serve. We do try to keep all business/flea market vendors together in one central location. If you are a former vendor, you may request your space(s) from the year prior, but they are not guaranteed.</p> <p><b>How will I know if a yard sale has been canceled?</b>  The yard sale is a rain or shine event, however, if we feel it is unsafe to continue the event, you will be contacted by email by 4:30AM Saturday, May 23rd and/or a notice will be placed on the church website <a href="http://www.graceofbelair.com">www.graceofbelair.com</a>.</p> <p><b>Do you give refunds for space and/or table rentals?</b>  There are NO refunds given for the space or table donations if you are unable to make the event or need to leave early. If we cancel the event, a credit for a future sale may be given or you can choose to leave your donation with the youth group to support the ministry.</p> <p><b>Can I sell food items and beverages at the yard sale?</b>  Vendors <b>may not</b> sell food or beverage items at the yard sale due to Health Department regulations. If your business sells food items (eg. Tastefully Simple), you may serve samples to showcase your food items, as long as they follow proper Health Department regulations for food handling and you have insurance through your business. You must also check the appropriate box on the registration form.</p> <p><b>Do you serve food at the event?</b>  There will be a concession stand that will sell hot food, drinks, and a variety of snacks as part of the fundraiser.</p> <p><b>How do merchant and consumer sales work?</b>  Grace Assembly of God is not responsible for products sold. All sales are between the merchants and consumers.</p>
<p><b>* Grace Assembly of God reserves the right, in their sole discretion, to deny participation in, and access to, the Community Yard Sale to any individual with or without reason.</b></p>	