



**NEW DIRECTION CHRISTIAN CHURCH
Women of Grace Ministry Presents:
GIRLS NIGHT OUT**

Vendor/Food Truck Agreement & Application

Thank you for your interest in participating as a vendor in our event. During this event we want to make sure we provide everyone who attends a comfortable, fun and welcomed experience. Our goal is to offer products and/or services that will feed the mind, body and spirit of the ladies who attend.

Vendor space will be accepted base on space availability. We will not have more than three of the same type of vendor.

Please note the following:

1. Vendor space fee *is \$50.00*. Each booth comes with one table, two chairs, and a tablecloth (you may choose to bring your own branded tablecloth).
2. Each vendor space includes space for **two** workers.
3. This event is an indoor event and will take place **Friday, April, 27, 2018** from **6:30 p.m. – 10:00 p.m., doors open at 6:30 p.m. for guest.** (*Vendors will be allowed to enter the building as early as 5:00 p.m. for set up*). **All Vendors** need to be **completely** set up by 6:30 p.m.
4. Vendor space/Tables may not be shared.
5. Vendors are to exhibit a professional manner at all times.
6. Vendors are responsible for cleaning their space and breaking down tables after event.
7. Vendors are required to donate a gift valued at \$25.00 for prize drawings.
(Examples of gifts: Coupons, a small item from your boutique, gift certificates, etc.)
8. Accepted payment methods are cash or check. Checks are payable to New Direction Christian Church. Returned checks will be accessed a \$25.00 fee.
9. Application & payment due no later than **Wednesday, April 18, 2018** to secure your space.

Location: New Direction Christian Church, 6120 Winchester Rd., Memphis, TN 38115

New Direction Christian Church will not be responsible for any liability, lost, stolen or damaged merchandise or any injury incurred during the event.

Business/Service Vendor questions contact:

Precious Hallman 205-799-9353 | Alisa Kelly, 901-634-4213 | Jolyn Smith 708-362-4886

Food Truck Vendor questions contact: LaShun Pollard 901-281-0392

By signing below, I attest I have read and understand the event regulations and agree to abide by and be bound to them.

Company Name: _____ **Business/Service Type:** _____

Contract Person: _____

Phone: _____ **Email:** _____

Description of items to sell/service: _____

Number of Tables: _____

Signature _____ **Date** _____