

SCS Autumnfest --- Saturday, September 28, 2024 -- 9 AM-4:00 PM

(Please print clearly)

Outdoor Booth

Complete Registration form & return it, along with your payment to: SCS Arts & Crafts Autumnfest Committee, 1705 E. Peters Colony Rd, Carrollton, Texas 75007 Attn: Rosemary Manganilla

Cash will be accepted or make cashier's check or money order payable to: *St. Catherine of Siena.*

(No personal checks will be accepted)

Final deadline to register is Friday, September 20, 2024. Payment will guarantee your space.

Name _____

Address _____

City/Zip: _____

Email: _____ Phone (h): _____

Cell: _____

Product/Service (explain in detail) _____

To eliminate duplications, if you are selling your own crafts, please indicate what type of crafts i.e. painted ceramics, flower arrangements, homemade jellies, etc. Explain in detail for best display of your product. Use backside of registration form for added comments if needed.

Fees:

Fee is \$50 for one outdoors booth. You are responsible for your own 10x10 tent, table(s) and chairs. It is vital that you keep your vendor booth in the space assigned to you by the Autumnfest chairman, who will offer you a space convenient for sales. Complete the Adult Hold Harmless form as well and turn this in with your fee.

- one space \$50 **Note: one space is either 9'x15' or 10' x 15'; two spaces are either 19'x15' or 20'x15'**
- two spaces \$100

I will be here all day Saturday from 9 a.m. until 3:45 p.m.

IT IS HIGHLY IMPORTANT THAT YOU LET US KNOW IF YOU ARE NOT GOING TO BE HERE THE FULL DAY.

I WILL NOT BE HERE THE ENTIRE DAY. I WILL BE LEAVING AT: _____

I have read the Vendor Information & Guidelines for and Outdoor booth and understand them.

Signed: _____ Date: _____

Enclosed is my cashier's check or money order in the amount of \$_____.

(Include payment with registration form. Your space is reserved when payment is received.)

Please call Rosemary Manganilla, 972-492-3237 ext.113.

Email: rosemarym@stcatherine.org with any questions.

FOR COMMITTEE USE ONLY:

PAYMENT RECEIPT VERIFIED: TYPE _____ AMOUNT _____ DATE _____

COMMITTEE MEMBER NOTATION: _____

St. Catherine of Siena
1705 E. Peters Colony Road
Carrollton, Texas 75007-3704
972-492-3237 ext. 113

2024 Autumnfest

Vendor Information & Guidelines

Retain this form for your reference. **OUTDOOR BOOTH ONLY**

- When: Saturday, September 28, from 9 a.m. to 4:00 p.m.
- Where: St. Catherine of Siena Church, 1705 E. Peters Colony Rd, Carrollton, TX 75007, 972-492-3237
 - **Payment:** Make cashier's check or money order payable to *St. Catherine of Siena Autumnfest A&C*. Cash will be accepted. **Personal checks or credit cards will not be accepted.** Fee is due with registration form. Space will be reserved with payment and will be allocated on a first-come-first-serve basis.
 - **No refund will be given if it rains the day of the festival. Your registration will be considered as a donation to the church.**
- Vendor is responsible for all signage and covering for tables.
- Set up will be at 7:30 a.m. on Saturday, September 28. Parking is available by your booth. You will need to move your vehicle to a designated spot after setting up. The parking lot is being used by other venues throughout the day.
- Vendor is responsible for cleanup of space.
- Vendor is responsible for all monies you collect and any personal items you bring.
- Refreshments & Food will be available indoors. Restrooms are indoors.
- The church is not responsible for refunds if it rains.
- **Vendor is asked to contact family, friends, and neighbors notifying them of the parish Autumnfest.**

If you have any questions, please call:

Rosemary Manganilla, 972-492-3237, ext.113 (leave a detailed message); rosemarym@stcatherine.org

THANK YOU!!

Please note: Outdoor vendors may begin to clean up at 3:45 p.m. Our evening Mass is at 5 p.m. and parishioners begin coming to church at 4:15 p.m.