

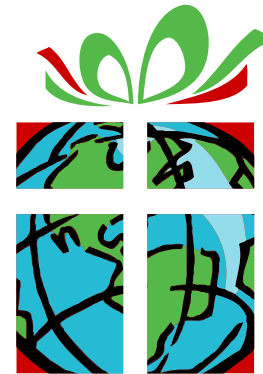


nov 16-17, 2024
trinity long lake

artisan hand-crafted items
 holiday outdoor décor, patio pots, wreaths
 home décor & small furniture
 christmas decorations
 spirit accessories • pet treats & toys
multi-media bargain lot
 (books, puzzles, games)
 raffle drawings & prizes
agape bakery – member-made with love
 (christmas cookies, lefse, braided bread)
eat-n-shop agape café
 soup & dip mixes and more!

vendor application due 9-15-24
AgapeGiftMarket.org

ACT GLOBALLY APPRECIATING PEOPLE EVERYWHERE



AGAPE
 gift market



Trinity's AGAPE Gift Market **VENDOR APPLICATION FORM** / Due September 15, 2024

Complete all information requested (both sides). Provide digital images of the items you wish to sell.

Detach this bottom portion and mail or email completed form along with product images to:

Linda Koltes | Trinity Lutheran Church | 2060 County Road 6 | Long Lake, MN 55356 | LindaK@TrinityLongLake.org

(Electronic vendor application available at AgapeGiftMarket.org)

VENDOR NAME _____ PRIMARY CONTACT _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

EMAIL _____ PHONE _____

ITEMS YOU WISH TO SELL: _____

Have you ever been a vendor at an event before? Yes No Yes, I need my table to be accessible to electricity.

Yes, I know I need to supply my current valid State Sales Tax Permit before selling at the Agape Gift Market.



November 16-17, 2024 | Trinity Lutheran Church | 2060 County Road 6 | Long Lake, MN 55356 | AgapeGiftMarket.org

PURPOSE: (1) Raise funds to support local and global outreach mission projects and organizations; (2) create a unique holiday shopping experience for the church and community; and (3) provide a venue for individual vendors and groups to sell their wares. We want to offer a variety of products that are fresh, appealing and appropriate for the Christian market.

ELIGIBILITY: Members of Trinity will have the first opportunity for submitting a vendor application. After July 1, outside vendors may submit application for consideration. ALL vendor applications will be reviewed by the AGAPE Gift Market team for approval. Our goal is for the market to include a variety of quality products available for sale. We want to minimize duplication of products to assure the success of each vendor participating in the market. Due to the limited vendor space, previous vendor donation values will also be used to determine 2024 market participation.

AUDIENCE: Our target audience includes Trinity Lutheran Church members and the surrounding community.

DISPLAY: The market will take place in Trinity's Great Hall (gym).

DONATION: At the conclusion of the market, vendors will submit a summary of their sales along with a payment of 20% of their total sales. There is no individual table fee.

GUIDELINES:

1. ALL vendors of the AGAPE Gift Market must submit images of the items you will be selling. Please provide in a digital format (may be used for publicity).
2. By Sept 15, 2024, complete and return both sides of this vendor

3. application or apply online.
3. Each vendor will be provided with an 8- or 6-foot table to utilize for displaying merchandise. Vendors must supply their own table covering. If electricity is needed, please indicate on form.
4. Each vendor must be present during the hours of AGAPE Gift Market and is responsible for handling their sales transactions.
5. Each vendor must supply a current valid State Sales Permit prior to the Agape Gift Market.
6. We will promote this market extensively through our church publications, website and social media, in the community, print media, community calendars, ads in local publications, news releases to print and broadcast media.
7. Vendors will be able to set up their table on Friday, November 15th (Noon-5pm) OR Saturday, November 16th (8-9am). All vendors must be ready by 9am on Saturday morning.
8. All vendors will be asked to help promote this event. We will email flyers that you can use for distribution and encourage you to promote via social media.

QUESTIONS: Email Linda Koltes (LindaK@TrinityLongLake.org).

IMPORTANT DATES:

- July 1** – Vendor applications available for vendors outside of Trinity membership
- September 15** – Vendor application deadline
- September 20** – Vendors notified via email
- November 15 & 16** – Vendor set up, Friday Noon-5pm OR Saturday 8-9am (Must be ready by 9am on Saturday)
- November 16 & 17** – AGAPE Gift Market expected hours Saturday 9am-4pm, Sunday 9:30am-1pm

ACKNOWLEDGEMENT OF TERMS FOR FACILITY USE

As a vendor at Trinity's AGAPE Gift Market on November 16 & 17, the undersigned, on behalf of the named group (the "Organization") agrees to abide by the policies and regulations of Trinity Lutheran Church of Long Lake with respect to the use of its facilities, agrees that these policies and regulations shall be strictly observed by the Organization and accepts entire responsibility for their enforcement. Regardless of whether or not the undersigned or the Organization is covered by liability insurance, the undersigned and the Organization agree to indemnify, protect, defend and hold harmless Trinity Lutheran Church of Long Lake, its members, employees, officers, council members, agents and representatives, and their respective successors and assigns, from any and all claims, demands, losses or damages of any kind (including but not limited to any damage to the Church, any personal property of the Church or any property of others located at the Church, and any personal injury or liability of any kind, including reasonable attorneys' fees incurred by any indemnity) which may result from the use of the Church property by the undersigned, the Organization, its members, or any invited or uninvited guests attending the event described above. The undersigned certifies that the undersigned is authorized by the Organization to execute and deliver this Acknowledgement on behalf of the Organization, and to bind the Organization to its terms.

The pastors and members of the AGAPE Gift Market committee reserve the right to inspect the exhibitor items sold while on our premises during this contract period. If on any inspection exhibitor's items are not appropriate for distribution at Trinity's facility, such items will not be sold.

Printed Name _____ Signature _____ Date _____

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