



## The Columbus Miniature Society

invites you to participate in their  
**Annual Dollhouse and Miniature Show and Sale**  
**November 16, 2019**  
**10 AM - 4 PM**  
**Bethel United Methodist Church**  
**1220 Bethel Road**  
**Columbus, OH**

### Under the following terms and conditions:

**VENDOR BALANCE:** We try to balance our show with a limited number of vendors in each category (i.e. scale, handcrafted, manufactured, supplies, etc.) to provide an interesting and wide selection of merchandise for the customer. In fairness to all vendors, no more than 20% of your total table space may contain merchandise marked for clearance or offered at a substantially reduced price, **NO GARAGE SALE ITEMS**. Only scale miniatures, dollhouse miniatures, supplies, publications, and accessories may be sold. We also reserve the right to first come, first serve basis on applications. All items must be priced.

**TABLES:** Tables are 8' x 30". Fee \$110 per table and includes electricity if requested. Chairs, table signs and nametags will be provided. You must provide your own table cover that extends to the floor, lights, heavy-duty extension cords, connectors and electrical tape.

**NO SUPPLEMENTAL TABLES, HOUSES OR DISPLAYS MAY BE PLACED BETWEEN, IN FRONT OF, OR BEHIND THE TABLES.** Aisles must be kept open to comply with fire regulations. Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to the walls, floor or furniture. Tables are to be staffed during the entire show.

Wi Fi is available in the sales room at no charge.

**SET-UP/TAKEDOWN TIME:** Vendors may set up from 4 PM - 7 PM, Friday, November 15, 2018 and at 7 AM on Saturday, November 16, 2018 and, must be ready by show time at 10 AM. Vendors will have from 4 PM – 6 PM after the Show for takedown.

Fees are due on registration: Make check payable to Columbus Miniature Society and Mail to: Ann Silverman, 5532 Lexington Rd. Hilliard, Ohio 43026.

**BAD CHECKS:** If a banking institution returns a check to us, we will return the check and contact the Vendor. The application will then be null and void, and the Vendor will be responsible for a \$35 returned check fee.

**DOOR PRIZES:** In your table packets, there will be a coupon for the door prize. The coupon will be collected on Saturday morning, **if you want to donate**. The coupon will then be handed out to the winner and they will come back to your table to collect the prize and turn over the coupon to you.

**SMOKING IS NOT PERMITTED** anywhere in the Church.

**FOOD:** Lunch may be purchased on the premises. Complimentary coffee and snacks will be served during set-up on Saturday morning. Any Dealer, working alone, can make arrangements with the hospitality committee for lunch delivery. Other dealers are asked to pick up their lunches from the lunch room.

**QUESTIONS or concerns contact:** Mary Barrett, Vendor Chairperson, (614) 792 2723 or artist1118@aol.com or colsmis@yahoo.com (please put Columbus Miniature Society in subject line)

**Please PRINT the following:**

Please circle the "Yes" or the "No" next to the information line you want us to include in the program.

Name of Business \_\_\_\_\_ Yes No  
Name \_\_\_\_\_ Yes No  
Address \_\_\_\_\_ Yes No  
City,State,ZIP \_\_\_\_\_ Yes No  
Email Address \_\_\_\_\_ Yes No

Description of Merchandise and price range (Use back if necessary).

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TAX COLLECTION: Ohio requires all vendors to collect sales tax on all retail sales and to have one of these licenses:

Ohio Transient Vendor's License Number: \_\_\_\_\_  
or Regular Ohio Vendor's License Number: \_\_\_\_\_

Need Electric? Yes \_\_\_\_\_ No \_\_\_\_\_

Number of 8'tables: \_\_\_ x \$110 = \$ \_\_\_\_\_ Total due \_\_\_\_\_

Deposit \_\_\_\_\_

Remainder due (must be paid by Sept 1, 2019) \_\_\_\_\_

We attempt to honor special requests for table placement however full payment must be made to reserve that space. \_\_\_\_\_

We reserve the right to fill the tables based on the room resources like electricity and traffic flow or other criteria at our discretion. **We will be on a FIRST COME FIRST SERVED BASIS.**

Vendor cancellation Refund policy: Cancellations postmarked after August 31 will not be refunded. Cancellations postmarked from June 14 through August 31 will receive a 50% refund. Cancellations postmarked through June 13th will receive a full refund less a \$10.00 processing fee.

Mail table fees to: Ann Silverman 5532 Lexington Rd. Hilliard, OH. 43026

Security will be provided during the show but not over Friday night but the facilities will be locked.

If the Show is cancelled by the Columbus Miniature Society, this contract is null and void and the vendor waives all claims except for the refund of the table fee. Vendor expressly agrees to assume all risks of loss or damage to themselves or their property, employees or agents and will not hold the Columbus Miniature Society, its officers and members, or Bethel United Methodist Church responsible for any loss or injury.

I have read the contract and agree to the conditions on both pages.

Signature \_\_\_\_\_ Date signed: \_\_\_\_\_