



Columbus Miniature Society 2025 Show And Sale

St. John's Ev Lutheran Church
3220 Columbus St. Grove City, OH 43123
November 15, 2025

TERMS AND CONDITIONS

VENDOR INFORMATION

The show will be balanced 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.

- No more than 20% of your table space can be clearance or offered at substantially reduced prices
- All items must be priced
- Only scale miniatures, dollhouse miniatures, supplies, publications, and accessories may be sold
- **ABSOLUTELY NO GARAGE SALE ITEMS**

A complimentary pizza dinner will be provided Friday night. Complimentary coffee and snacks will be provided during Saturday morning set up. Lunch may be purchased on the premises on Saturday. If you are working alone, you may arrange with the hospitality committee for lunch delivery.

RENTAL FEES

Fees are due with the registration. Make check payable to Columbus Miniature Society and mail to:
Amanda Brown
2134 Trent Rd.
Columbus, OH 43202

BAD CHECKS

The vendor will be responsible for returned check fees

TABLE INFORMATION

We attempt to honor special requests for table placement however, full payment must be made to reserve space. Table size is 8' x 30". **Each table is 110.00 if paid by Aug 1. Price is 125.00, if paid, after Aug 1.**

Rental includes electricity and WiFi. Chairs, table signs and name tags will be provided. You must provide your own table cover that extends to the floor, lights, heavy-duty extension cords, connectors, etc. as needed.

- No supplemental tables, houses or displays may be placed between, in front of or behind the rented tables
- Aisles must be kept clear and 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 at all times

Security will be provided during the show. Friday night there is no security, but the facilities will be locked.

SHOW SET-UP/TAKEDOWN

- Setup is available on Friday afternoon, 4:00-7:00 (dinner will be at 6pm)
- Setup must be complete by **9:45am on Saturday, the doors open at 10:00am**
- Take down must not start until 4:00pm on Saturday

OPTIONAL DOOR PRIZE DONATION

Each year the Show offers door prize raffles. Door prizes are donated by vendors and have been found to be an excellent way to drive traffic to your table.

In your table packet, there will be a coupon for the door prize donation. If you want to donate a door prize, the coupon will be collected on Saturday morning. Winners will be drawn throughout the day and will bring the coupon to your table to collect their prize by turning the coupon over to you.

NO SMOKING

There is no smoking anywhere in the church.



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APPLICATION

Please print the following and enclose it with your payment. Mail payment and application to:

Amanda Brown
2134 Trent Rd.
Columbus, OH 43202

GENERAL VENDOR INFORMATION

Your name, business name and email will be printed in the program. If you have a website that you would like included, please add.

Name of Business _____

Name _____

Address _____

Email Address _____

Phone Number _____

Description of merchandise and price range (continue on back if necessary):

TAX COLLECTION

Ohio requires that vendors collect sales tax on all retail sales and to have a license:

Ohio Transient Vendor's License Number: _____

DETAILED RENTAL REQUEST

Tables will be granted on a first come, first service basis. An attempt will be made 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.

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

Deposit _____ Remainder **due by Aug 1** _____ ***If after 8/1 , add \$15 per table***

CANCELLATION POLICY

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

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 St. John's Evangelical Lutheran Church responsible for any loss or injury.

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

Signature _____ Date signed: _____