



NY Women of Purpose
"The Marketplace"

Those vendors wishing to display their items at our New York Women of Purpose Conference at the Doubletree by Hilton, in Binghamton, New York September 29-October 1 should please read the information below, complete and sign where applicable, and return by **September 1, 2022**.

Fee for vendors: 10% of all sales. If you need more than one table, there is a \$20 charge for each additional table. Vendor will be given an envelope and fee will need to be paid upon closing time on Saturday at 9:30 am by Rachel Moore. If paying by check, please make payable to NY Ministry Network. If you wish to attend conference sessions, a fee of \$30 will be charged. We are asking for donations of door prizes. If you choose to donate a door prize, your name will be announced upon time of giveaway.

Tables will be assigned on a "first come, first served" basis according to postmark.

- Your business name will be posted on information pertaining to "The Marketplace".
- The Vendor displays will be held in an *open area across from the ballroom where the event will be held*. Set up is from 4:00-6:00 on Thursday evening. Please be aware that there will be times during the day that the women will be in sessions or will leave for dinner. Vendors assume responsibility of their table throughout the day. The atrium is an open area and cannot be secured.
- Table linens will be provided. The table will be covered and there will be one to cover your merchandise when away from your table.
- Each individual item must have the price clearly marked.
- The conference is not a political forum. Do not display this type of literature.
- Women of Purpose assumes no responsibility for vendor sales or stolen items.
- NO RAFFLES/TICKET SALES are allowed.
- Tables must be cleaned off by 10:00 am on Saturday.
- No refunds will be issued.

Hours for sales:

Thursday evening: 8:00-10:30

Friday morning 7:30-9:30 and 30 minutes following service

Friday afternoon: 1:30-5:00

Friday evening: 6:00-7:30 and 30 minutes following service

Saturday morning: 7:30-9:30 and then pack up

Questions can be submitted to the E-mail below.

I agree to the above conditions for my display:

Signature: _____

Linda Morrison
4 Karen Drive * Silver Creek * NY * 14136
(716-680-0659) E-mail: lmorrison@nymn.org

Business Name:

Representatives Name:

Address: _____ City: _____

State: _____ Zip: _____

Daytime Phone: (_____) _____

Cell Phone: (_____) _____

E-mail

Please briefly describe the items you will be selling: _

How many tables will you need: _____

Will you be in need of an electrical outlet: yes _____ no _____

Office use only: Ck# _____ Postmarked _____ E-mail _____