



Vendor Information and Terms of Agreement

Dates and Times

Friday	December 4	11 a.m. to 5 p.m.
Saturday	December 5	9 a.m. to 2 p.m.

Location and Contacts

Address	6841 Oak Street, Milton, Florida 32570
Vendor Contact	paularogers00@gmail.com (850-499-0338)
Church Contact	stmarysmiltonflorida@gmail.com (850-623-2905)

Rental Costs

Inside	One 6-ft table and two chairs	\$55 interior table OR \$65 outer table with electricity
Outside	10 x 10 space; vendor provides cover, chairs, tables	\$30 daily OR \$50 for both days

Note: Food Trucks will park on Oak Street which will be closed for the event.

Set-Up Times

Thursday	5 to 8 p.m.	Inside tables only
Friday	9 to 10:30 a.m.	All tables/booths must be fully set up and ready to open by 10:30 a.m. Friday.

Note: No late set-ups allowed. The Parish Hall will be locked at night.

Vendor Terms of Agreement

- Vendors are responsible for collecting and reporting their own sales tax.
- St. Mary's reserves the right to approve items offered for sale by vendors.
- Vendors must keep general walkways and exits clear for traffic and not impede pedestrian right of way in aisles, exits, or sidewalks.
- St Mary's charges a \$35 Returned Check Fee.
- A 7-day cancellation notice is required prior to event in order to receive a refund -- **NO RAIN DATE**. Outside vendors will be refunded half the vendor fee if rained out. Vendors must contact the church office for refunds.
- Space is not confirmed until payment is received.

Please make payment via the QR code (in the dropdown box, select Winterfest Vendor), OR make check payable to St. Mary's Episcopal Church (reference Winterfest) and mail to St. Mary's, 6841 Oak Street, Milton, FL. 32570.

