



calling all vendors

Dear Potential Vendors,

We here at the Neal Senior Center are getting very excited about our upcoming Open House & Reverse Raffle. We will be having an outdoor Vendor fair as well as other activities throughout the day. The Vendor Fair hours are **Friday, May 3, 2024** from **8:30 am** until **2:00 pm**.

You will want to contact us as soon as possible with your reservations **all spaces are priced at \$15.00 each (1 space = 1 table) or you can purchase 2 spaces for \$30 and use as many tables as you need within the two spaces (spaces are equivalent to a parking space). You must provide your own table.** We are looking for a wide variety of vendors such as yard sale items, wreaths, pottery, jewelry, yard art, antiques, paintings, collectibles, homemade and home grown goods, etc. for our shoppers to choose from.

We are expecting to have more request this year and we hope to accommodate all to the best of our ability. (**ALL spaces are first come—first serve and must be reserved/paid in advance**). Spaces are only reserved by payment. We look forward to hearing from you soon!

Please fill out the form below and drop off or mail to the Senior Center at 100 T.R. Harris Drive with payment to reserve your space by **2:00 pm on April 29, 2024**. Once your reservation is confirmed you will receive specific details for set-up, parking, etc.

Sincerely,

Heather Ledbetter

Nutrition Coordinator

Name: _____

Address: _____

Email: _____

Phone: _____

Specify what you are selling: _____

I agree to have a salesperson at my table(s) throughout the entirety of the Event

I understand that I have to provide my own tables

I plan to set up a pop-up tent

I will need two spaces

Please return to Attention: Heather Ledbetter, Neal Senior Center, 100 T.R. Harris Drive