

**Richard J. Duncan Elementary Mom2mom Spring Sale**  
Sponsored by: Duncan Elementary Community Organization (“DECO”)  
**\*Vendor Contract 2023\***

Thank you for your interest in the Duncan Elementary Community Organization (DECO) Mom2mom Sale. The sale is scheduled for **Saturday, April 29<sup>th</sup> 2023 from 8:30 am to 12:30 pm.** at Richard J. Duncan Elementary School. The school is located at 14500 26 Mile Rd. (between Hayes and Schoenherr), in Shelby Township. Vendors of family-oriented merchandise/services are welcome to participate in this event.

Vendor set-up will be Saturday morning, April 29<sup>th</sup> from 7:00 – 8:00am. **All tables must be set-up and ready for sales by 8:00 am.**

IMPORTANT NOTES:

- **NO REFUNDS** if you must cancel your space.
- Much of the communication between organizers and sellers will be done through e-mail. Please provide your e-mail address on your contract so you don't miss out on important information. This information will be used for Duncan Mom-2-Mom purposes only.
- Only 1 vendor may be represented per table. Two representatives are allowed per table.
- Vendors may make fliers available for the goods/service offered at their table. All advertisement media must be provided by the vendor. (The DECO Mom2mom Sale Organizers reserve the right to remove any literature/ advertisement media deemed inappropriate for the event.)
- All items must be contained within your allotted selling space. No items may protrude below or beyond the table/ space provided.
- All tables must be tended until the end of the sale – 12:30pm. (PLEASE do not pack-up before this time.)
- Your display must be tasteful, and most importantly, FAMILY FRIENDLY.
- No cash raffles will be allowed. Cash may be exchanged for purchases of merchandise only – not for any drawings.
- The DECO Mom2mom Sale Organizers have final decision on vendor table placement. Vendors will be placed as organizers see best fit for the event. Vendors may be placed within the child-gear selling area or they may be located in a specific “Vendor-Only” area.
- The DECO Mom2mom Sale Organizers reserve the right to deny rental to any vendor, or company, for any reason we deem inappropriate for this sale.
- If you bring children with you to the sale, you are responsible for their care – no childcare will be provided.
- There is absolutely NO SMOKING on school property.
- Vendors must disclose the company/brand of goods/items that they are selling on contract.
- Only one vendor per company/brand/product/service is allowed to represent at sale. Space is available by first come, first serve basis.

**There will be a limited number of vendors and only one vendor per product/ service.**

Please email, [Duncanmom2momsale@yahoo.com](mailto:Duncanmom2momsale@yahoo.com) with any questions.