

# JEFFERSONVILLE PRESBYTERIAN CHURCH

## FLEA MARKET, CRAFT FAIR & BAKE SALE

### Saturday, October 11, 2025 | 8am – 2pm

### 2025 VENDOR APPLICATION (NOTE: 7am Vendor set-up)

#### APPLICANT INFORMATION

Name		Business Name		
Address		City	State	Zip
Cell Phone	Fax	Email		

#### EVENT FEES

**\$25 per space**

**Pre-Payment REQUIRED in order to secure space/table(s).**

**NO PAYMENT REFUNDS after October 1, 2025.**

#### PAYMENT INFORMATION

# _____ 6 ft tables needed	\$25 per Space Fee x # _____	Amount Due \$ _____
		Total Amount Due \$ _____

#### ENTRY DEADLINE: October 1, 2025

Please include cash or check payable to **Jeffersonville Presbyterian Church Deacons**

**Mail completed form with full payment to:  
JPC 2025 Flea Market, 1921 W. Main St, Norristown, PA 19403  
e-mail: jeffersonvillepc@gmail.com**

The undersigned consents to the terms and conditions on the reverse side as set forth by the JPC Deacons.

X

Signature of Applicant	Date
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#### Brief Description of Display or Special Requests

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How did you hear about our Flea Market / Craft Fair / Bake Sale

JP Church Signage    
  JPC Website    
  Facebook    
  JPC Member  
 Prior year(s) participant    
  Other (please state) \_\_\_\_\_

## **TERMS and CONDITIONS**

**APPLICATION:** Upon receipt of your completed application with payment, you will receive a confirmation on your status. Your participation in the Flea Market will not be complete until you receive a confirmation stating that you have been accepted (or rejected).

**LOCATION:** Jeffersonville Presbyterian Church, 1921 W. Main St., Jeffersonville, PA 19403

**ENTRY DEADLINE:** Tuesday, October 1, 2025. Any contracts or monies received after October 1, 2024 may be rejected. Space is limited and is awarded on a first come, first paid basis.

**PAYMENT:** The Vendor agrees to pay the appropriate fees as indicated on page one. The applicable fee(s) must accompany the application. All spaces will be assigned on a first come, first paid basis according to the date your payment is received. Postdated checks will NOT be accepted. A \$50 fee will be charged for any check returned for nonpayment.

**REFUNDS and CANCELLATION POLICY:** An application is a commitment to the event. Vendors cancelling prior to October 1<sup>st</sup> will receive a full refund. Cancellations after October 1<sup>st</sup> will not receive a refund.

**PARKING:** During setup, vendors may use the rear entrance door of the building entering the driveway off of Schuylkill Ave. Temporary parking will be permitted near these door only when loading and unloading vehicle. Unloaded vehicles shall be parked in the side front parking lot by the church.

**SET UP:** Set up must be completed between 7-7:45am on Saturday, October 11<sup>th</sup>. All vendors are to set up at the designated times only. Vendor entrances will only be open during set up times. Vendors not set up by the appropriate time may lose their space(s)/table(s). No accommodation will be made for late arrivals. Tables will be reassigned to Vendors who are present. Vendors shall be liable for delivery, handling, erection and removal of their own displays and materials.

**DISPLAY SPACE:** The Vendor's booth must be open and staffed during show hours. Anyone arriving late or leaving before stipulated time may be refused entrance to future Flea Markets. Vendors' exhibited items and chairs must stay within the allotted space (no infringement on walkways or other vendor's spaces). "Pushing" sales to passing customers is prohibited. The JPC Event Coordinators reserve the right to determine infringement and is the final arbiter thereof. The Vendor is encouraged to decorate their assigned area. However, any action that precipitates the marring of the Vendor's assigned table, floor and/or wall areas (if applicable) is strictly prohibited. Nothing shall be nailed, stapled or otherwise fixed to the walls, floors or any other part of the exhibit rooms.

**SPECIAL REQUESTS:** Requests for placements with another Vendor will be honored ONLY if both Vendor's applications and payments are in full. No more than two groups of Vendors per envelope will be considered for placement in the same general area. Vendor preferences must be stated IN WRITING and included in the envelope with payment and Vendor contract. Should it be impossible to comply with written Vendor preferences, Vendor shall be notified. Electrical outlets for Vendor use are limited and will be assigned on a first paid, first-requested basis. Unauthorized use of building electricity will precipitate immediate expulsion. The JPC Coordinators reserve the right of Vendor placement.

**SMOKING OF ANY KIND ON JPC GROUNDS IS STRICTLY PROHIBITED.**

**ACCESSIBILITY:** Vendors shall not impede movement through interior or exterior doors with their displays, prop external doors open, block aisles or sit/stand in aisles during event hours. If customer traffic is infringed upon, Vendors will be given one warning before being asked to vacate the premises.

**BREAK DOWN:** All papers, trash, display residue are to be removed and the space left clean at the time of departure. Everyone must be out by 1 hour after the close of the event.

Jeffersonville Presbyterian Church shall have absolutely NO LIABILITY for any loss.