

# Community Yard Sale

Haycock Township Community Center 1014 Old Bethlehem Rd  
Quakertown, PA 18951

Saturday, September 14, 2019 8am-2pm

RAIN OR SHINE

\$20/space (bring your own table, etc.) and \$10 for additional spaces

Complete and return the vendor registration form below and submit payment prior to the event by mail or at the Haycock Township Municipal Building at 640 Harrisburg School Rd, Quakertown, PA 18951. Please review the attached vendor guidelines for additional information and keep the payment receipt for your records.

Contact Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

# spaces requested (\$20/space) \_\_\_\_\_ # additional spaces requested (\$10/space) \_\_\_\_\_

Space is limited so reservations will be made as registrations are received.

Thank you for your interest and participation and support of the community center.

Vendor registrations are also available on the website: [HaycockTownship.com](http://HaycockTownship.com)

Questions/Reservations: Please contact Dawn at 215-529-7018

# VENDOR GUIDELINES

## SPACE ASSIGNMENTS

Space assignment will be given at the check-in desk/raffle table at the main entrance, and volunteers will assist everyone in locating their space. **\*\*Your table, tent, canopy, umbrella and all your items MUST FIT within your space\*\*** Canopies 10 x 10 or smaller only. Vendors can start setting up at 6:30 am on the day of the yard sale.

## PAYMENTS ACCEPTED FOR SPACES

HTCC (Haycock Township Community Center) accepts check or cash. Payment and signed registration form must be received at least a week before the yard sale date to guarantee your space, and you must be verbally accepted during this process.

- a. Mail your payments, drop in our mail slot, or arrange to meet at our office.
- b. Checks are payable to "HTCC". Please put your 10 digit phone # on payment.
- c. Include your full name and return address on the front of the envelope.
- d. We will call or email you to confirm receipt of registration.

## CANCELLATION POLICY

**CANCELLATION DEADLINE.** You must give ONE WEEK CANCELLATION NOTICE. Call or send email by 6pm on the Saturday a week before the yard sale (September 7). Your fees will be refunded, we will confirm your cancellation by phone/email.

**IF YOU DO NOT CANCEL A WEEK IN ADVANCE** You will be marked as a NO SHOW and you are not entitled to a refund. If this occurs, your payment will be processed as a donation.

This yard sale is Rain or Shine. No refunds will be processed due to weather.

## VENDOR SALES

Vendors keep their individual sales. HTCC does not guarantee vendor sales.

## DAMAGE/LOSS

HTCC is not responsible for any damage and/or loss to property. Make sure that your space is properly staffed and secured.

## ITEMS THAT CANNOT BE SOLD

### NO DRUGS OR DRUG PARAPHERNALIA

Including, but not limited to, drugs, head shop items, pipes, bongs, rolling papers, etc.

### OTHER RESTRICTED ITEMS

Including, but not limited to, stolen merchandise, bootleg DVDs or bootleg CDs and similar items.

### NO PORNOGRAPHIC MATERIALS

Including, but not limited to, literature, magazines, videos, DVDs, and/or similar items.

## CLEAN UP

Vendors are required to leave their spaces clean. To continue vending at this yard sale, please bag your trash and place it in existing garbage cans. Do not leave any large items, like furniture or lamps. It is important that we leave the building and outside neat and clean!

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## **Haycock Township Community Center Community Yard Sale Payment Receipt**

(keep this portion for your records). Once payment is received, you will be contacted by email or phone to confirm your space/s. Payment is required to hold your space.

# spaces requested- \_\_\_\_\_

Payment- cash \_\_\_\_\_ or check \_\_\_\_\_

Saturday September 14, 8 am to 2 pm (set up starts at 6:30 am)

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