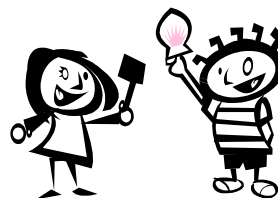


CHEYENNE ELEMENTARY PTO MOM-TO-MOM SALE



Saturday, September 26, 2015
8:30 AM - 1:00 PM



- **Volunteers are needed!** Please consider helping below.
- Table Set-up Friday, Sept. 25th from 6:30-9 PM
- Confirmations will be sent via email
- ALL special requests are first-come, first-paid (no exceptions!)
- Questions? Call Tracy Taiariol at (586) 770-6906 or Laura Dragich at (586) 914-1192

I would like to **donate** an item(s) for the bake sale: _____.
(Suggestions: muffins, cookies, brownies, chips, juice boxes, bottled water, 12 pack pop)

I would like to **volunteer** for the following:

☐ Set-up (Friday 4-6 PM) ☐ Clean-up (Sat 12-2 PM) ☐ Bake Sale Table (Friday 6-9 PM -or- Sat 8 AM - 1 PM)

☐ Big Ticket Room (Friday 6-9 PM -or- Sat 8 AM -1 PM) ☐ Admission Door (Sat 8 AM - 1 PM)

-OR- I can help the following day/time only: _____

I would like to **rent** space at the sale:

I would like to rent _____ table(s) @ \$20.00 per table. \$ _____

I would like to rent _____ rack space @ \$5.00 each (must bring your own rack - NO Round racks!) \$ _____

I would like to rent _____ "Children and/or Family-type" Vendor table(s) @ \$35.00 per table. \$ _____

Item(s) I will be selling (Approval Required) _____

I would like to place _____ item(s) in the big ticket room at \$1.00 per 1 item. \$ _____

TOTAL \$ _____

Enclose cash or check payable to Cheyenne PTO.
Return this form in an envelope marked "PTO-Mom to Mom".

Please Print:

Name: _____ Phone: _____

Email: _____ Helper Name: _____

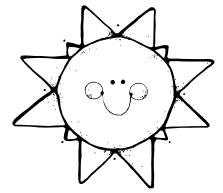
Oldest Child's Name: _____ Teacher: _____

*** I have read and agree to the Sale Terms and Conditions on the back.** _____
(Signature required)

☐ Check here if you would like another copy of the Sale Terms & Conditions emailed to you.

----- PTO USE ONLY -----

Sale Contract Terms & Conditions



- Proceeds from the renting of space at the Mom to Mom Sale will benefit the Cheyenne Elementary PTO. Funds raised by the PTO are used to directly support the education, enrichment, and entertainment of students attending Cheyenne Elementary School. Table space is intended for the resale of infant, child, or maternity clothing; toys, games, or books; and other items used in the raising of children.
- Fourteen (14) Vendor tables will be available for new, unused merchandise for sale **relevant to children; or designed for children and/or family activities. Sorry, but all others will not be allowed to participate. Approval is required before reservation is confirmed to ensure variety of vendors.**
- Every renter will be required to submit their own contract. If you would like to be next to a friend please write this on the contract and submit them together if possible. We will fulfill these requests on a first come, first paid basis. Each renter is permitted one helper for the sale on Saturday. Friday you may have as many helpers as you would like to help set up your table.
- A Large Ticket Room is available for items that will not fit on or under your table for \$1.00 per item. You must bring your completed big ticket summary sheet and your tagged items with you to check-in Friday night. (Summary sheet and tags will be sent with rental confirmations) Items without completed paperwork will not be allowed in the Large Ticket Room for sale. You must also attach any instructions/paperwork/extra pieces in a Ziploc bag and secure to each item. ****Big tickets items must be brought Friday night; none will be accepted Saturday morning.***
- Seller/Vendor should set-up their table/display from 6:30-9:00pm on Friday night. You may enter the building at 7:30 on Saturday morning for any finishing touches.
- Seller/Vendor agrees to check-in no later than 8:00 a.m. on Saturday. Failure to do so may result in the reselling of the reserved space and no refund will be provided.
- Seller/Vendor agrees to have their space completely organized, with all merchandise priced and/or labeled by 8:30am Saturday.
- Seller/Vendor understands that all merchandise must fit on or under a table, or be on a rack in the provided rack space. Space for one standard rack (roughly measuring 3 feet by 4 feet) can be rented for \$5.00. **Seller must bring their own rack.** No merchandise may be affixed to walls, doors, or other school structures.
- Seller/Vendor is responsible for providing their own monetary change and bags for customers.
- To ensure all shoppers have a fair opportunity to shop, Seller/Vendor agrees not to tear-down until 1:00 pm.
- Seller/Vendor understands that they are responsible for their merchandise. **Chippewa Valley Schools, Cheyenne Elementary School, and/or Cheyenne Elementary PTO are not responsible for any item that is lost, damaged, or stolen.**
- Seller/Vendor understands that failure to comply with these terms and conditions may result in the eviction of the seller from the sale. No refunds will be provided in such event.
- Once your table/space request and payment has been received, and space is available, a confirmation will be e-mailed or mailed. Refunds will be given **only** if:
 - The PTO is able to resell your space AND 5 days notice of cancellation is given. Note: Any cancellations within 5 days of the sale will result in forfeiture of table space and payment – NO EXCEPTIONS.
 - The building has a problem
 - Inclement weather occurs

If you have any questions, please call Tracy Taiariol at (586) 770-6906 or Laura Dragich at (586) 914-1192, or email at cheyennem2m@gmail.com

Thank you,

Cheyenne Elementary PTO

Cheyenne Elementary PTO ~ 47600 Heydenreich ~ Macomb, MI 48044 ~ (586) 723-5047