



## 2019 Church of God Women's Convention Vendor & Exhibitor Guidelines

- All persons with any resource for ministry or approved retail items to offer to conference delegates, including colleges, National Association, and Auxiliaries, Church of God Ministries, must set up in the designated area reserved for such activity.
- No Vendor will move from the designated/assigned area or change the setup without notification and approval from the Exhibitor/Vendor Coordinator.
- **Booth space is 10ft x 10ft. Vendors must ensure all tables, racks, shelves, merchandise etc. are fully contained within the booth space. Vendor shall not conduct any activities in aisles or in space other than the Vendors booth space.**
- Items promoted in the designated Exhibitor/Vendor area will not conflict with Christian values.
- Fundraising for churches, youth groups, established ministries, etc. is prohibited.
- All participants may operate up to the curfew hour except during regular services. Regular services shall include worship services, conferences, prayer breakfasts and the banquet. Vendors may remain open one hour after evening services.
- On-site set up for Vendor's will begin Wednesday, October 10, 2019 at 7:00am-6:30pm
- Vendor displays must be removed by midnight Saturday, October 12, 2019.
- Promotional displays must be representative of the quality promoted by Christian Women Connection.
- The volume of any audio equipment must not exceed a distance of five (5) feet from your display area.
- Christian Women Connection reserves the right to reject any Vendor deemed inappropriate for its conference.
- Christian Women Connection is **not** responsible for items that are lost or stolen. Vendors should take precautionary security measures to protect their goods.
- The Vendor fee is **\$450.00** per business. The Exhibitor fee is **\$300.00** per business. Any electrical or A/V needs will be an additional charge. Deadline for participation is August 1, 2019.
- Method of payment may include Cashier's Checks, Money Orders, (made payable to Christian Women Connection), Visa, MasterCard, Discover, or American Express. **NO PERSONAL CHECKS accepted.**