



# VENDOR REGISTRATION FORM

June 23, 2018 • University of Scranton, Scranton, PA

### Vendor Information:

Organization: \_\_\_\_\_

Product Description: \_\_\_\_\_

Website or Product Photos: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

On-Site Representative(s): \_\_\_\_\_

### Vendor Details:

Included: One 8' table, two chairs, conference admission for two representatives

Not included: Lunch, table covering. Please bring your own tablecloth and/or table skirt.

Outlet Request? \_\_\_\_\_ (Check if applicable; \$10 fee)

QUANTITY:	PRICE	TOTAL
_____ Vendor Table – 8' table, chairs, unskirted	\$75	\$ _____
_____ Electrical Outlet	\$10	\$ _____
_____ Box Lunch	\$15	\$ _____
TOTAL ENCLOSED:		\$ _____

**Note:** Vendor hours during conference are 8:30am – 4:30pm. Vendors are required to stay the duration of the conference. Set up is available Friday, 6/22 from 2pm-4pm or Saturday, 6/23 from 7:30am-8:30am.

**Conference Donation:** All vendors are asked to donate a door prize valued at \$25 or greater.

My gift will be: \_\_\_\_\_

**Payment:** Make checks payable to The Diocese of Scranton and mail check & form to the Treasurer of the Conference: Stephanie Westington, 502 Willow Avenue, S. Abington, PA 18411

Confirmation of reservation and further information will be emailed when payment and form are received.

**QUESTIONS:** Contact: Heather Murphy at [heatherlmurphy322@gmail.com](mailto:heatherlmurphy322@gmail.com)

**\*\*Please note\*\***

**By submitting this registration, you agree to sell only faith based items to support women in their Catholic faith.**