



Greetings Exhibitor:

On behalf of St. James Missionary Baptist Church and the Entrepreneur Ministry, we are extremely excited as we prepare for the 104<sup>th</sup> State Congress of the Missionary Baptist General Convention of Texas (MBGCT). The State Congress will convene Monday through Thursday, July 29 – August 1, 2019 in Austin, Texas. As the Host church, we extend an invitation to you to participate as a Vendor.

The cost for each booth space is **\$160.00**, which includes one 6 ft. covered table and two chairs. On-Site registration is **\$200.00**. You may pay by Cash, Cashier's Check, Money orders or Credit Card. For credit card transactions you can pay online via [www.stjamescmbc.org](http://www.stjamescmbc.org). All other forms of payment may be mailed along with the attached registration form. All payments must be received no later than **July 19, 2019**.

**\*\*Registration of two or more booth spaces will be \$150.00 each**

The Vendors **set-up** will be Monday, July 29, 2019 at **12:00 PM** and **breakdown** will be on Thursday, August 1, 2019 at **2:00 PM**.

Mail to: St. James Missionary Baptist Church  
Attention: **Entrepreneur Ministry**  
3417 East MLK Blvd.  
Austin, TX 78721

If you have any questions or concerns please feel free to contact me at (512)-293-4282 or send an email to [entrepreneur@stjamescmbc.org](mailto:entrepreneur@stjamescmbc.org).

Sincerely,

Vendor Coordinator  
Terri L. Davis

## Guidelines for Vendor Booth Exhibits

1. **Audio Equipment:** Playing of any type of audio equipment is prohibited.
2. **Food:** Cooking, or selling of food is prohibited.
3. **Refunds and Returns:** A posted sign is required stating your policy of non-returnable products.
4. **Taxes:** Exhibitors may be required by the State of Texas to pay a state sales tax of **.0825%** of all sales receipts.
5. **Logos and Trademark:** You are prohibited from using or selling items which bear the name, logo, or mark of “MBGCT” Annual Session 2019 or any variation.
6. **Cancellation policy:** All pre-registered Exhibitors who desire to cancel must send a written notice prior to **July 19, 2019** which is ten (**10**) days, before the State Congress begins. A **\$60.00** service fee will be retained. There will be **NO** refunds issued after **July 19, 2019**.

**Violation of these rules will result in the forfeit of fees, and exhibitor will be asked to immediately vacate the premises by authorized personnel.**





**St. James Missionary Baptist Church**

***Entrepreneur Ministry***

**July 29, 2019 – August 1, 2019**

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**VENDOR BOOTH CONTRACT**

Cash \* Money Order \* Cashier Check \* Credit Card

Payable to: **St. James Missionary Baptist Church**

Name of Business \_\_\_\_\_

Contact person \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

**I hereby agree to observe the above rules and regulations established by the MBGCT & 2019 STATE CONGRESS HOST.**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Number of booths requested \_\_\_\_\_ Total amount enclosed \$ \_\_\_\_\_

<b>Office Use Only</b>			
Date Received _____	Cashier's Check# _____	Money Order# _____	
Cash _____	Paid by Credit Card _____	Received By _____	