



METROPORT MEALS ON WHEELS, INC.  
"Neighbors Helping Neighbors"



August 2011

2011 Event Chair  
*Virginia Muzyka*

Fashion Directors  
*Candy Miller*  
*Debbie Felps*

Honorary Advisor and  
LINK Committee  
*Roxann Taylor*

Marketing  
*Larre Paul Green*

Funding & Events Director  
*Karen Malone*

Executive Director  
*Mary King*

Founder  
*Kelly Bradley*

Fashion Providers  
*Doncaster Private Collection*

*David Hunt Furs*

*Brooks Brothers*

*Brides & Beaux*

*The Funky Monkey*

*Sadie's Upscale*  
*Consignment & Resale*

Dear Prospective Merchant,

Metroport Meals On Wheels, Inc. (MMOW) is pleased to invite you to be a part of our Fall Fashion Show and Shopping Bazaar to be held on September 30, 2011 at the Marriott Solana in Westlake, TX.

Proceeds from the fashion show and shopping bazaar support vital programs for area seniors. We are a community based 501(c)(3) non-profit organization that was established in 1980. **We receive no state or federal funding.** We serve participants whose needs are not addressed by any other resource. With the assistance of over 500 volunteers, **MMOW has provided over 850,000 meals to seniors since 1980.** Quite simply, we are "*neighbors helping neighbors*".

We hope you will help us make this year's event an even bigger and better success. Enclosed is a merchant application form. Please complete and return to MMOW office.

If you are able to participate, we ask that you allow us to showcase your products with a donation for our live auctions and/or drawings. Return donation form along with your donation to MMOW office. Should you need your item picked up or need additional information, please contact Karen Malone at 817-491-1141 or [kmalone@metroportmow.org](mailto:kmalone@metroportmow.org).

Thank you for your consideration of our request and please know how important your partnership is to this endeavor.

Sincerely,

Karen Malone  
Funding & Events Director

Enclosures



## 6<sup>th</sup> Annual Fall Fashion Show and Shopping Bazaar Benefiting Metroport Meals On Wheels



Friday, September 30, 2011  
10 am - 3 pm  
Dallas/Fort Worth Marriott Solana  
Westlake, TX

Fall fashions will be front and center at the 6<sup>th</sup> Annual Fashion Show and Shopping Bazaar and over 300 of North Texas' trendsetters will be there! Runway fashions will be provided by Doncaster Private Collection, David Hunt Furs, Brooks Brothers, Brides & Beaux, The Funky Monkey and MMOW's own Sadie's Upscale Consignment & Resale. This year's Fashion Show will also include a live auction, drawings for showcase items and expanded Shopping Bazaar!

The Shopping Bazaar will feature clothing, jewelry, home accessories and gift items. Vendors will be hand-picked by the committee to ensure we satisfy all of the shopping whims of the patrons present.

The two available vendor table rates are:

- ( 8 ft) Table ... .. \$125
- (12 ft) Table ... .. \$175

### Vendor Benefits

- Expanded shopping hours of 10 am – 3 pm, including during the runway fashion show;  
***(Shopping event will be advertised to nearby area employers to bring other shoppers in during lunch period.)***
- Each vendor table will be draped in a black tablecloth. Phone lines for credit cards are available for an additional \$75 fee.
- Each vendor will also receive a listing in the program and in the media screen presentation during the luncheon.

We request that you donate a highly desirable item to be used for the showcase raffle drawings and/or live auction. We want to spotlight your business and products in the most favorable way since we will mention from the podium during the event your item and your shopping bazaar table number.

Reservations/payments must be received in advance and vendor locations will be reserved on a first come/first served basis. There will be no refunds. Vendors are responsible for setting up and breaking down displays on the day of the shopping bazaar. For additional information or to reserve your booth space, please contact Karen Malone at 817.491.1141 or [kmalone@metroportmow.org](mailto:kmalone@metroportmow.org)

Reservations may also be made by completing the form and returning it to:

**Metroport Meals On Wheels**

Attn: Karen Malone

P.O. Box 204

Roanoke, TX 76262

or

(Fax) 817.491.0661



# 6<sup>th</sup> Annual Fall Fashion Show & Shopping Bazaar Benefiting Metroport Meals On Wheels



Friday, September 30, 2011

## SHOPPING BAZAAR VENDOR APPLICATION FORM

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone: \_\_\_\_\_

Email (Required) \_\_\_\_\_

Description of products and/or services \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Website (if available): \_\_\_\_\_

### REGISTRATION:

Credit Card line (additional \$75) \$ 75 \_\_\_\_\_

8ft Vendor Table \$125 \_\_\_\_\_

12ft Vendor Table \$175 \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

### Payment Information:

Check *(please make checks payable to Metroport Meals On Wheels)*

AMEX / MasterCard / Visa # \_\_\_\_\_ Exp \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature \_\_\_\_\_

Please invoice (payment must be received prior to September 15, 2009)

Please fax, e-mail or mail registration form to:

Metroport Meals On Wheels  
Attn: Karen Malone  
P.O. Box 204  
Roanoke, TX 76262

817.491.1141 (ph)

817.491.0661 (fax)

kmalone @metroportmow.org



**6<sup>th</sup> Annual Fall Fashion Show & Shopping Bazaar  
Benefiting Metroport Meals On Wheels**



Friday, September 30, 2011

**AUCTION AND DRAWING DONATION FORM and TAX RECEIPT**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone: \_\_\_\_\_

Email (Required) \_\_\_\_\_

Website (if available): \_\_\_\_\_

Metroport Meals On Wheels, Inc., a 501(c)(3) nonprofit organization (***Tax Identification Number 75-2298847-0***)  
gratefully acknowledges receipt of the following products and/or services donated:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Donor Assigned Retail Value: \_\_\_\_\_

Date: \_\_\_\_\_ Event: **2011 Fall Fashion Show and Shopping Bazaar - September 30, 2011**

We appreciate your support and interest in the many Metroport Meals On Wheels, Inc. service programs for the elderly, homebound and those in need in 22 communities across three counties. For Federal Income Tax purposes, your contribution, which is listed above, should be valued by you at the reasonable market value of such merchandise at the time of the gift. In compliance with Internal Revenue requirements, we acknowledge that you did not receive goods or services of value for your donation.

Please fax, e-mail or mail donation form to:

Metroport Meals On Wheels  
Attn: Karen Malone  
P.O. Box 204  
Roanoke, TX 76262  
817.491.1141 (ph)      817.491.0661 (fax)      Email: [kmalone @metroportmow.org](mailto:kmalone@metroportmow.org)

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