

# Benson's Flea Market

## Vendor Application 2014-2015



Black Events & Advertising Inc.  
3313 S Western Ave  
Sioux Falls, SD 57105  
Office: 605-332-6000 \* Cell 605-321-1130  
Fax: 605-332-6004 \* Info@BlackIncEvents.com

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

Address: \_\_\_\_\_ Phone : \_\_\_\_\_ Cell: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

\*E-mail Address will be used to send updates and other show information to you!

### Signature

### Date

\*\*\*See page 2 for policies. By signing you agree to all the rules, if unsigned your application will not be accepted\*\*\*

Sales Tax #: \_\_\_\_\_ \*every vendor will receive a special event tax form at each show.

\*Description of items you're selling: \_\_\_\_\_

Check all 2014-2015 dates you plan to attend to reserve your space now. Your reservation is only guaranteed once payment is received. **All payments are due 60 DAYS IN ADVANCE!**

\_\_\_\_\_ August 2, 3, 2014

\_\_\_\_\_ January 3-4, 2015

\_\_\_\_\_ September 13-14, 2014

\_\_\_\_\_ February 7-8, 2015

\_\_\_\_\_ October 4-5, 2014

\_\_\_\_\_ March 7-8, 2015

\_\_\_\_\_ November 1-2, 2014

\_\_\_\_\_ April 11-12, 2015

\_\_\_\_\_ December 6-7, 2014

\_\_\_\_\_ May 2-3, 2015

**Setup Hours: Fridays 8am-8pm or Saturdays 7am-9am**

**Show Hours: Saturdays 9-5 & Sundays 11-4 (@ W.H. Lyons Fairgrounds in Sioux Falls)**

\*Please check one of the following:

### Table Spaces (Includes 4% tax)

\_\_\_\_\_ \$55.00 for **one 8ft table** in aisle

\_\_\_\_\_ \$95.00 for **two 8ft tables** in aisle

\_\_\_\_\_ \$145.00 for **three 8ft tables** in aisle

### Booth Spaces (Includes 4% tax)

\_\_\_\_\_ \$110.00 **1/2 booth** (10x8' area) with two 8ft tables

(Only a few available, so call ahead for availability)

\_\_\_\_\_ \$155.00 **Full booth** (10x16' area) with four 8' tables

\_\_\_\_\_ \$265.00 **1.5 booth** (10x24' area) with six 8' tables

\_\_\_\_\_ \$310.00 **2 Full booths** (10x32' area) with eight 8' tables

\_\_\_\_\_ \$ \_\_\_\_\_ total for \$8.00 per additional 8' tables



\*\*\*Include your check Payable to Benson's Flea Market with your application to cover your first 1-2 month's rent - **OR** we can charge debit/credit cards (4% extra fee applied to all cards)

**PLEASE NOTE:** Upon registration your first show payment is due. After that payments are due 60 days in advance. Those returning every month will be paid up for 2 shows at a time.

**\*\*\*Either Credit Info or Bank Info is required of all exhibitors in order to reserve space. Failure to provide payment 60 days prior to each show you have reserved will result in those booth fees charged to the account you have provided here. You can cancel up to 10 days prior for an event reserved and receive a refund. Additional 4% fee applies to all debit or credit cards\*\*\***

Credit Card # \_\_\_\_\_ Exp Date: \_\_\_\_\_ Sec #: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

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

Bank Name: \_\_\_\_\_ Name on Account: \_\_\_\_\_

Bank Routing # \_\_\_\_\_ Your Account #: \_\_\_\_\_

(generally first 9 digits on bottom left of the check)

**\*\* By signing the first form, applicant acknowledges having fully read application and “Benson’s Flea Market Policies” provided with this application, and agrees to abide by all rules and regulations pertaining to this event for the entire season. Subsequent bookings need not require another application; however the rules remain in effect for any shows exhibitor attends during this season.**

### **Policies & Disclaimer**

1. **Regular Vendors:** Regular vendors typically have the first right of refusal for their space each month. We may need to rearrange from time to time to sell all the spaces, but will try not to move regulars if at all possible.
2. **Reservations:** You may reserve more than one month at a time but only have to pay for two shows at a time. Payments are due **60 days in advance or upon reservation**. Vendors may charge booth rent to a debit/credit card they can submit to be kept on file for \$5.00 or 4% per fee. All exhibitors are required to provide a debit/credit card or bank information upon application to be charged if they fail to show up to setup at a show and did not pay in advance.
3. **Setup:** Vendors are not allowed to setup beyond designated times, and will not be permitted to setup once the show starts. Vendors that show up after the start without a prior phone call for permission forfeit their space and are not eligible for a refund. Setup times may vary around holidays and is subject to change at any time.
4. **Teardown:** Teardown must **be completed by 8PM on Sunday Evenings**. Vendors must consider what to bring so late teardown is not an issue. Vendors are not allowed to tear down early on either Sat or Sun. Vendors violating this rule may not be allowed to setup at any future shows.
5. **Parking:** There is designated vendor parking. Those choosing not to adhere to our vendor parking areas will receive a \$25 parking ticket per violation payable to Benson’s Flea Market. Repeat offenders may have their vehicles towed and will not be allowed to setup any further.
6. **Check or Money Order payable to: Benson’s Flea Market.** This is due 60 days prior to the show. You only have to prepay 2 shows at a time, but may reserve all event dates in advance. We sometimes operate on a sellout basis, at which time you may be placed on a waiting list, so reserving your space early is recommended. Any vendor who has not paid for the show 60 days in advance will be charged on their preferred payment method, or may forfeit his/her space. However, once your payment is received, your space is guaranteed.
7. **Security:** Benson’s Flea Market will do our best to keep your items secure while you are attending our show. However we are not responsible for lost or stolen items. We suggest all valuables be removed nightly from the show and brought back with you each day. We also suggest ropes, blankets and other such items to cover and rope off your booths while you are not present. You are responsible for your items at this show for the duration of the event from setup to tear down. Security is provided overnights on both Friday and Saturday in the venue.
8. **Non-Sufficient Fund Payments:** Are subject to added fees up to \$40.00 and may be turned in to collections.
9. **There are NO REFUNDS.** However, if you cannot make it to a show, but give a 10-day notice, we will apply your payment towards another show. We may consider a refund on an individual basis and the vendor may be asked to write a letter in request. A 10% fee may be charged to refund via credit card.
10. **No Call No Shows:** If a vendor fails to call or show up for a show, there is NO refund, and their check will be cashed or their checking account or credit card on file will be charged for the booth space.
11. **Bad Weather:** In the event of severe weather that prevents vendors from traveling safely to the shows, vendors need to call to advise they will not be able to setup, but no refund will be given.
12. **Cancelled Show:** If the show is cancelled due to bad weather or for any reason, we will transfer your booth rent to the next month, or another show date that works in that season. If no dates work we can offer a full refund.
13. **Item Pricing:** We operate as an open marketplace and do not dictate item pricing. Each vendor is allowed to decide and price their own items accordingly. Several vendors may carry the same or similar items, and we will not get involved in pricing disputes!
14. **Taxes:** All vendors must collect and report their own taxes on items sold. 4% is our tax rate at this event. A special event tax form will be provided to all vendors who setup, however you may still report them with your regular reporting if you have a Tax ID#.
15. **Asked to Leave:** We have the right to make vendors leave the show at any time, for any reason with no refund.
16. **Insurance:** It is hereby agreed and understood that I, the exhibitor will carry the necessary insurance covering all items and property displayed, used and possessed by me, the exhibitor, in the Expo Building, and or other areas of the W. H. Lyons Fairgrounds during any of the 2014-2015 Benson’s Flea Markets, and hereby exonerates Black Events & Advertising Inc., the W.H. Lyons Fairgrounds, SE Fair Association, Sponsors, workers, other vendors, and helpers from any bodily injuries to myself or my helpers/workers, damages, theft or losses while setting up, attending, while in transit to and from, or anytime during any of the 2014-2015 Shows.
17. **Agreement:** By paying the vendor fee and setting up at the Benson’s Flea Market I am agreeing to the above stated rules and regulations.