

## Benson's Flea Market ~ Vendor Application 2017-2018

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: \_\_\_\_\_

*\*Spaces will be assigned upon availability. Regular vendors may reserve their same space for the entire season. However, we reserve the right to assign spaces as needed, and may rearrange vendors from time to time to fill space.*

Please check all 2017-2018 dates you plan to attend and want to reserve your booth/table for:

- |                            |                          |
|----------------------------|--------------------------|
| _____ September 9-10, 2017 | _____ January 6-7, 2018  |
| _____ October 7-8, 2017    | _____ February 3-4, 2018 |
| _____ November 4-5, 2017   | _____ March 3-4, 2018    |
| _____ December 2-3, 2017   | _____ April 7-8, 2018    |

\*\*\*Payment are due 60 days in advance or when you apply if closer than 60 days to show\*\*\*

**Setup:** Fridays 8am-8pm & 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 4.5% 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 4.5% 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)

## Benson's Flea Market 2017-2018 Season

**\*\* 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. Please be sure to reserve those spaces with Kari right away or those spaces can be sold.
2. **Reservations:** You may reserve more than one month 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 charge. All exhibitors are required to provide a debit/credit card upon application to be charged if they fail to show up to setup at a show and did not pay in advance.
3. **Space Assignments:** Full time vendors (setup at 5+ shows per season) may have more consideration when we are assigning booth spaces. Part time vendors may choose their space as long as it does not affect the full time exhibitors. We will do our best to get everyone into a space that is comfortable to them.
4. **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. This is distracting to shoppers and vendors. Setup times may vary around holidays and is subject to change at any time based on Owners.
5. **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 flea markets.
6. **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.
7. **Check or Money Order payable to: Benson's Flea Market.** This is due 60 days prior to the show. 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 30 days in advance may forfeit his/her space, and may be moved to another spot. However, once your payment is received, your space is guaranteed.
8. **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.
9. **Non-Sufficient Fund Payments:** Are subject to added fees up to \$40.00 and may be turned in to collections.
10. **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 or consider a refund. A 10% fee may be charged to refund via credit card.
11. **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. If no payment is received, the vendor will be required to pre-pay to reserve a space at future shows or may be uninvited.
12. **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.
13. **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.
14. **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 many carry the same or similar items, and we will not get involved in pricing disputes!
15. **Taxes:** All vendors must collect and report their own taxes on items sold. 4.5% 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#.
16. **Asked to Leave:** We have the right to make vendors leave the show at any time, for any reason with no refund.
17. **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 2017-2018 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 2017-2018 Shows.