



Mail To: The Black Market
 3313 S Western Ave
 Sioux Falls, SD 57105
 Office: 605-332-6004
 robyn@BlackIncEvents.com



The Black Market ~ Vendor Application 2023-2024

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 2023-2024 dates you plan to attend and want to reserve your booth/table for:

_____ October 7-8, 2023	_____ February 3-4, 2024
_____ November 4-5, 2023	_____ March 2-3, 2024
_____ December 2-3, 2023	_____ April 6-7, 2024

Payment are due 30 days in advance or when you apply if closer than 30 days to show

Setup: Fridays 8am-8pm & Saturdays 7am-9am

Show Hours: Saturdays 9-5pm & Sundays 10am-3pm @ W.H. Lyon 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 **½ booth** (10x8' area) with two 8ft tables
(Only a few available, so call ahead for availability)
 _____ \$165.00 **Full booth** (10x16' area) with four 8' tables
 _____ \$275.00 **1.5 booth** (10x24' area) with six 8' tables
 _____ \$320.00 **2 Full booths** (10x32' area) with eight 8' tables
 _____ \$_____ total for \$5.00 per additional 8' tables

***Include your **check Payable to Hand Up Foundation** with your application to cover your first 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. Payments are due 30 days in advance. *****Either Credit Info or Bank Info is required of all exhibitors to reserve space.** Failure to provide payment 30 days prior to each show you have reserved will result in those table/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 credit to a future show. 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)

The Black Market 2023-2024 Season

**** By signing the first page, applicant acknowledges having fully read application and “The Black 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. **Direct Sales:** Direct sale agents are admitted only one per company. In addition, if you book only a couple show dates and another agent with your company is interested in booking the entire season, you will forfeit your space to the fully committed applicant.
3. **Reservations:** You may reserve more than one month at a time. Payments are due 30 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 a 4% per charge credit card fee. 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 for their reservations.
4. **Cancellations:** Cancellations permitted if we have a minimum 10day notice prior to the show and exhibitor will receive a credit towards a future show. We will not send any refunds.
5. **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 if it does not affect the full-time exhibitors. We will do our best to get everyone into a space that is comfortable to them.
6. **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.
7. **Teardown:** Teardown must **be completed by 8PM on Sunday Evenings**. Vendors must consider what to bring so late teardown it 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. Staying past 8pm will result in a \$50 extra fee.
8. **Parking:** There is designated vendor parking. Those choosing not to adhere to our vendor parking areas will receive a \$50 parking ticket per violation payable to The Black Market.
9. **Check or Money Order payable to: Hand Up Foundation** This is due 30 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.
10. **Security:** The Black 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.
11. **Non-Sufficient Fund Payments:** Are subject to added fees up to \$40.00 and may be turned in to collections.
12. **There are NO REFUNDS.** However, if you cannot make it to a show, but give a minimum 10-day notice, we will apply your payment towards a future show.
13. **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.
14. **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.
15. **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.
16. **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!
17. **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#.
18. **Refusal of entry/asked to leave:** We have the right to refuse a space or to make vendors leave the show at any time, for any reason with no refund.
19. **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 2023-2024 The Black Markets, and hereby exonerates Hand Up Foundation, 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 2023-2024 Shows.