

2019 FLEA MARKET & CRAFT SHOW

Vendor Policies & Procedures

Van Buren County Conservation (VBCCB)

Riverfest

OCT 12-13 10am - 5pm

(No Rain Dates)

PRODUCTS: Products sold in the show can be craft, artwork, resale, collectibles, flea market, antiques. You must remain with your items during the event. All items must be clearly priced at the start of the show.

ITEMS: Must be family friendly

- 1) No pornographic or of sexual nature in pictures or wording
- 2) If said items are found in your booth, you will be asked to remove them. If problems continue, you will be asked to leave, therefore forfeiting your space and rental fee.

REGISTRATION / SET-UP:

Friday of the event weekend: between 9:30am and 5:30pm Sat: from 7:30 - 9am

All participants **MUST** check in prior to booth set-up at the shelter house on the east end of the park. **Participants will be charged a \$5 early arrival fee and must be approved to come on the Thursday before the event.**

ELECTRICITY: Electricity is \$11 for 110 plug, \$20 for 30 amp, ONLY AVAILABLE for vendors that arrange and pay for electricity with the VBCCB. If you are using electricity that was not approved by the VBCCB, you will be forced to unplug immediately.

IOWA SALES TAX PERMIT NUMBER: An Iowa Sales Tax Permit Number must be supplied by all participants. It is the responsibility of the vendor to report and take care of their sales tax after the event.

SHOW HOURS: Show hours are officially from
10am – 5pm on Saturday and 10am – 5 pm on Sunday in October
Early and late sales are permitted.

SECURITY: There is no hired security. The VBCCB is not responsible for any stolen or damage products, tents or other items in vendor booths.

CODE OF CONDUCT: The VBCCB reserves the right to refuse anyone using inappropriate language or behavior or displaying undesirable items. Vendors displaying a poor attitude toward other vendors, customers or staff will be addressed immediately. This is at the discretion of the VBCCB and the decision is final. Anyone not abiding by these rules will be asked to leave.

PARKING: Vendor vehicles may park nearby their sales unit if room is available and ground is suitable. Vendor will keep vehicle off soft wet ground and areas that do not block or impede other vehicles.

CAMPING: Overnight camping is allowed at the vendor sales unit with permission or in the campgrounds.

RESTROOMS: Located in the Greef General Store, at the shelter house on the East end of park, and an SST on the West end of the park. Extra Portable units will be scheduled for the Oct. event.

PETS: Owners will be responsible for cleaning up after their pets and keeping the public safe from any aggressive behavior by pets.

***BOOTH FEE:** The fee for "Bentonsport Flea Market & Craft Show" weekend:

Oct. event - \$50.00 for up to 20 x 20, \$60 for any larger space needed.

There is a \$25.00 fee for any returned checks. Above prices do not include fee for electricity / early set-up.

**** RV's and large campers are no longer allowed on the grounds but are welcome to park in the campgrounds.**

****Vehicles, campers etc will not be allowed on the grounds if heavy rains and grounds are soft.**

VENDOR SPACE:

Vendors must supply their own tents, tables and displays. Vendors are responsible for cleanliness of their display area during the show, and cleanup of their area before leaving each evening.

No subleasing of spaces is allowed. You can request an email or mailing confirmation of your acceptance. You can pay in advance for a specific space if available and agreed upon by manager. For those not designated a space, the Conservation will meet with each vendor and help find a set up area that works for both the vendor and VBCCB.

CANCELLATION: In the event of cancellation 30 days, or more, prior to the Flea Market & Craft Show, your payment will be refunded. In the event of cancellation 29 days, or less, prior to Flea Market & Craft Show, no refund will be granted. There is a \$25.00 fee for any returned insufficient fund checks.

DISCLAIMER: The Van Buren County Conservation is not responsible for any loss, damage, or accidents which may occur to your property or person.

EXHIBITION AREA:

Bentonsport Riverside Park. Outdoor show, be prepared! No rain dates

LOCATION:

Bentonsport is located in SE Iowa, Van Buren County, on Scenic Byway J-40 between Bonaparte and Keosauqua.

Van Buren Co. Conservation Bentonsport, Iowa 52565

For more information:

Phone: 319-293-3589 Email: cheryl@netins.net Website: www.greefstore.com

AGREEMENT

I have read and agree to abide by all of the above policies. I understand that failure to do so will be grounds for rejection of application for future VBCCB events, and also possibly being asked to leave this year. I agree to hold the Van Buren County Conservation harmless, for any loss, damage, or accidents which may occur. Rules, regulations, and fee's are subject to change. **I also understand that decisions made by the VBCCB are final.**

Signature _____ Date _____

Please fill out form below:

First Name		Last Name	
Address		Phone	
City		State / Zip	
Unit Type and Size	<input type="checkbox"/> Van <input type="checkbox"/> Camper <input type="checkbox"/> RV <input type="checkbox"/> Tent <input type="checkbox"/> Other: _____ Size (of all checked): _____		Electric Needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Iowa Sales Tax #		Email Address	

Brief description of merchandise: _____

Initial: Riverfest Vendor for Oct. 12 & 13 _____

----- (Below information for office use only) -----

Oct: date pd _____ \$ _____ ck, c, cc