

Preservation Station Market and Event Center

MARKET DAYS 2024

March 23-24, September 21-22, & November 2-3

Vendor Agreement

By initialing below, you are agreeing to the terms.

_____ **Hours of Operation:**

Dealer/Vendor Set Up: Thursday 10 a.m. to 5 p.m., Friday 10 a.m.-6 p.m., and Saturday 8-9:30 a.m.

Show Hours: Saturday 10 a.m. to 5 p.m. and Sunday 11 a.m. to 4 p.m. Dealers are expected to be set up by 9:30 a.m. on Saturday and 10:30 a.m. on Sunday and PARKED IN THE GRAVEL LOT down Cecil Road behind the old ballfield and be present during the entire event. **Dealers who pack up early and do not stay the duration will not be given priority in future shows.**

_____ **State of Kentucky:**

The state of Kentucky requires all dealers to collect and submit taxes collected. All vendors will receive a letter from the Kentucky Department of Revenue asking for your sales and use permit number. If you do not have a sales and use permit, you will be required to report your sales and remit the 6% sales tax on items sold.

_____ **Rental Rates:**

You can reserve an 8 x 8 space for \$75 or a 10 x 10 space for \$100 for the event.

Rental payments are non-refundable.

_____ **Reservations:**

All vendors must be approved for the juried shows before reservations can be made. Vendors may submit a completed application on our website at www.visitpreservationstation.com under the Market Days page or send photos electronically (text to 270-993-7532 or email to jennifer@visitpreservationstation.com) or mail in photos of products. **Checks should be made payable to Preservation Station Market and Event Center and mailed to 9661 KY 56, Owensboro, KY 42301 or space can be reserved via charge card (3% fee) by calling Jennifer at 270-993-7532.**

Very important- You may reserve space by paying in advance. **Space may be reserved but not location.** This is not a flea-market, but a show. **The intent of the show is that each month the show will look different and new items will be offered for sale.** Space location will be based on booth presentation, type of items sold, what arrangements will be most eye-catching for visitors, and overall show presentation. Be creative in your display!

_____ **Merchandise and Display:**

Market Days are for antique, vintage, retro, old-fashioned, and craft "boutique-looking" booth displays. Any dealers attempting to display yard sale-rummage sale type items or objectionable merchandise or who conduct themselves in such a manner found objectionable to market owners or customers will be removed. Preservation Station reserves the right to refuse service to anyone.

No food, alcoholic beverages, firearms, pornographic materials, counterfeit merchandise or other specified by management will be allowed without approval.

All tables must be covered with tablecloths or fabric. Display is very important for selling items.

_____ **Electricity:**

If you need electricity for your booth, an additional \$10.00 fee will be charged. Outside campers or booths with excess equipment will need to negotiate a price for electricity rental with PSM&EC.

_____ **Security:**

Preservation Station Market and Event Center does not carry insurance covering loss of dealers' merchandise and will not be responsible for loss of merchandise by reason of theft, disappearance, fire, windstorm, water, or any other act of God beyond our control. Dealer agrees by signing below that he/she will not hold PSM&EC liable for merchandise.

_____ **Outdoor/Open Air Market:**

When the weather permits, Preservation Station Market and Event Center will allow vendors to set up outside on the property in areas designated by PSM&EC. Outdoor spaces are a minimum of \$50 per day.

_____ **Indemnification:**

Each dealer agrees to hold harmless and indemnify Preservation Station Market and Event Center from any kind of loss, injury, cost, or expense of any nature. Each dealer agrees to indemnify and hold harmless Preservation Station Market and Event Center from any liability to any person on account of any damage to any person or property resulting or occurring by any reason of use and occupancy of spaces by dealer, including any liabilities arising from the sale of goods or services or failure of a dealer to comply in any respect with or to perform any of the requirements and provisions of these operating rules and regulations. Each dealer moves items in and out of PSM&EC at his/her own risk.

_____ **Trash:**

Dealers must dispose of their own trash. We pride ourselves on a clean market that will keep shoppers coming back. Vendors who leave garbage will lose the ability to set up at Preservation Station Market and Event Center.

_____ **Cancellation**

If dealer is unable to attend for any reason, there are no refunds and no credit towards future shows. Most of the rent collected pays for advertising expenses in multiple publications. If a dealer cancels for any reason, dealer cannot sell their space to another dealer. We strategically plan shows for content and presentation.

_____ **Parking**

Dealers are asked to unload in the front of the building by the office. **On Market Days, dealers are asked to park in the back of the building behind the chain link fence in the gravel parking lot down Cecil Road.** Please save the paved parking spaces for the shoppers. If you park in a prime parking spot, we will ask you to move. If you do not park in the designated area, dealer could be prohibited from future shows. No last minute parking in front of entrances which may block access for customers or detract from appearances of entrances.

_____ **Red Tape**

Vendors who sell items too large to be placed in shopping bags need to acquire some red tape from the office to be tied around the item after it is sold. This helps employees and other vendors know that an item has been purchased.

By signing below, I am agreeing to the terms as stated above.

Dealer Signature: _____ Date: _____

DEALER/VENDOR INFORMATION

Name: _____

Types of Items Sold: _____

Business Name: _____

Business Webpage: _____

Business Facebook Page: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

How did you hear about us? _____

License Plate Number for Parking _____

PAYMENT DUE

Number of 8 x8 spaces _____ x 75.00 = _____

Number of 10 x 10 spaces _____ x 100.00 = _____

Electricity 10.00 per indoor outlet YES or NO x 10.00 = _____

Electricity for campers and/or big equipment YES/NO X 20.00= _____

Number of Tables _____ x 10.00= _____

Outdoor Space _____ x 50.00= _____

TOTAL DUE _____