



## Annual Flea Market & Craft Fair Registration Form

**Date of Event:** Thursday, May 18, 2023, 9:00am-1:00 pm

Please fill this form out entirely and print neatly. Send this form back with your check. Please write Attention: April Davidson on envelope. For credit card payments you can visit our Boca location and/ or call April Davidson, at 561.395.8920 ext 224. For general questions, please call ext.224 or 272. Tables are nontransferable to another vendor or future events and/ or refundable. Tables are limited; please check availability prior to mailing your payments. **Vendors are NOT permitted to reserve and/ or share tables.** Event is held indoors. Early breakdowns are **NOT** permitted. Vendors must be set-up no later than 8:45 am. Vendor check-in starts promptly at 7:00 am. Table locations will be released day of the event. Table location requests are **NOT** honored or accepted. Please be advised that we cannot control multiple vendors selling similar items.

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone # ( ) \_\_\_\_\_ Email: \_\_\_\_\_

**Vendor Signature:** \_\_\_\_\_

**Circle One:** Crafts or Flea Market Items

### **Important Vendor Information**

- ❖ We do not honor or accept table location requests.
- ❖ Tables cannot be relocated.
- ❖ Table assignments will be released day of the event.
- ❖ **Tables/Event is NONREFUNDABLE OR TRANSFERABLE to another event.**
- ❖ You are NOT permitted to breakdown prior to 1:00 pm.
- ❖ You are NOT permitted to leave unsold items at the Center, nor permitted to use our dumpster.
- ❖ Tables cannot be shared by vendors.
- ❖ Clothing racks must be approved at the time of registration.
- ❖ Emergency/Fire Exit Doors CANNOT be blocked.
- ❖ The Volen Center is not responsible for lost or stolen items.
- ❖ Property gates open at 6:30 am, please do not arrive prior to that.
- ❖ You will be required to bring your confirmation letter/receipt with you the day of the event. All confirmation letters will be mailed to you OR you can pick it up at the Center's front desk.