

HERNANDO FAIRGROUNDS FLEA MARKET
Hernando County Fair Association P.O. Box 10456 Brooksville, FL 34603
Mona 352-610-1691
Vendor Space Rental/Independent Concession Application
Information and Rates
Saturday & Sunday

Closed for Fair

All information must be completed for consideration
Your application will be reviewed and you will be notified of acceptance.

PLEASE PRINT

Date: _____

Vendor Name: _____

Company Name: _____

DBA: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell #: _____

E-Mail: _____

Name of all persons having an ownership and/or interest in this booth:

RATES AND INFORMATION

Inside booth space (10x10) **\$80.00 monthly**. Items do not have to be removed

Deposit of \$80.00 will be required for inside booth space. Refundable after you have permanently vacated booth and no damage has occurred.

NO improvements to booth space permitted, vendor may decorate space no permanent or structural improvements.

Outside booth space (10x10) **\$50.00 monthly**. Items have to be removed each weekend

Outside booth space (10x10) **\$10.00 per day or \$16.00 weekend**. All items have to be removed.

Excessive usage of electrical power will require an additional service charge.

All space rentals and deposits have to be paid at least the Friday prior to setup.

Vendor Initials _____

CHECK ANY THAT APPLY:

Making cash sales: _____ Order taking only: _____

Order taking with deposit: _____ Display of products or services only: _____

Other, please specify: _____

Do you plan to present a demonstration? Yes _____ No _____

Price range of products or services to be sold or offered \$ _____ to \$ _____

INSIDE SPACE REQUEST:

Frontage in 10 feet increments only _____ (**depth is 10 feet**)

Basic booth charge includes an outlet (600 watts, 120 volts single phase) with ea 10' space

Will a microphone be used? Yes ____ No ____

OUTSIDE SPACE REQUEST: *FOOTAGE MUST INCLUDE ALL AWNINGS, TIE-ONS, OVERHANGS, TRAILER HITCHES, TENT STAKES, ETC.....

Frontage in 10 feet increments **only:** _____ (**depth is 10 feet**)

Extra depth available in certain areas: footage required _____

Is electricity required? Yes _____ No _____ Amps Required _____

Is water required? Yes ____ No ____ Will a microphone be used? Yes ____ No ____

All Vendors are responsible for all wiring from outlet to source. Power usage will be monitored and vendors will be charged for any additional amps used, above amount requested. If heavy power is needed, please state all requirements.

Include with application:

Listing of type of products sold and any type of literature passed out.

Information of your proposed booth structure (plan, drawing, and/or covering)

We request a photograph of your booth set up, if possible.

This information must be returned with your application to be considered complete

Please provide the following references with complete address and phone number:

Any flea market you may have participated in:

I understand this is an **application** for space **only** and **not** a contract. After careful review of this application, I could receive a contract. I certify that the information stated in this application is complete and true, to the best of my knowledge.

Signature of Applicant: _____ **Date:** _____

Printed Name of Applicant: _____

In an effort to assure vendors do not duplicate products sold, please list exactly what products, foods, and/or items you would like to exhibit or sell at our “Fair”Market. We will send you verification of those items that have been approved.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

Return ALL information to:
Mona Simpson- Premorel
HCFA – Flea Market Manager
P.O. Box 10456
Brooksville, FL 34603

Hernando County Fair Association

“Fairgrounds Flea Market”

General rules and regulations

1. We open at 8:00 a.m. Vendors need to be ready for customers by this time.

Closed booths are bad for business; we understand emergencies happen, but, during your vacation, a sign needs to be posted and/or coverage if at all possible. If you need to take just a day or two off coverage is required. Notify management of any scheduled time off.

2. Vendors enter flea market at the US 41 or Oliver Street gates which open at 6:45 am and are permitted **to have vehicle inside flea market compound for unloading until 7:45 am and after 2:00pm for loading** the vendor flea market entrance gate will be **closed between 8:00 am and 2:00 pm.** for patron’s safety and Insurance Company requirements. If you have an emergency or if outside vendors have to close do to weather, a representative will open vendor gates and supervise vehicles entering compound.

3. Vendors must keep entire booth space neat, clean, free of safety hazards and remove trash daily.

4. Vendor clothing must be neat and appropriate, this is a family orientated business.

5. Absolutely **NO SMOKING** is allowed in any building on the premises. **NO ALCOHOLIC BEVERAGES.** **Be courteous of your patrons and do not block or smoke at building entrances.** Repeat violators will be asked to leave and may lose their booth space permanently.

6. Monthly Booth rental is due on or before the first Saturday of each month and is payable at the **fairgrounds office during regular business hours.** Payment can be cash or check (HCFA). Checks returned for non-sufficient funds will incur a \$35

fee per check. Payment of non-sufficient funds checks and fee must be paid in cash or by cashier's check and no further checks will be accepted.

7. **THE ONLY** animals that are allowed on the premises are those restrained or contained by owner. The owner is responsible for all clean-up. No live animals will be sold from any booth on fairgrounds property. Unless special arrangements are made with flea market manager.
8. Only pre-approved items can be sold, any additions to products or services offered **must be approved in writing by the Flea Market Manager**.
9. **Remember**, you are running a business and for us to grow and bring more patrons in we have to work together.
 - A. You will **NOT** have discussions about problems or complaining in front of patrons. Watch your **language** any inappropriate language and behavior will be cause for termination of contract.
 - B. Please contact on site manager if a problem occurs and it will be handled and/or directed to flea market manager. Booth inquires during the weekend need to be directed to on site manager.
10. **All** vendors are expected to dress and conduct themselves in a professional manor at **all** times. Violators will be asked to vacate premises.
11. Booths must be vacated and non-permanent improvements removed each year for our annual fair. At the discretion of the flea market manager flea market vendors wishing to pay the Annual Fair vendor price may be allowed to stay as a fair vendor. The flea market manager will advise vendors in January of the absolute vacate and return date.
 - A. If at anytime during the year the entire grounds are rented out the flea market may be closed with a 30 day notice of the event. There would be no charge for that weekend. The building would not be included in the rental of

the grounds and vendor merchandise would not need to be removed. The building would remain locked during the event.

RESPONSIBILITIES

HERNANDO FAIRGOUNDS FLEA MARKET

Grounds will be kept in good condition throughout the year.

Keep restrooms clean and supplied.

Keep buildings, fans and electrical outlets in good working order.

If for any reason the HCFA must close the flea market notice will be given in writing 60 days in advance to all vendors.

VENDORS

Must dress and conduct selves in a professional manor.

Clean-up after hours on Sunday is mandatory.

Vendors must abide by established hours of operation.

If for some unforeseen reason a vendor cannot fulfill contract a 30 day written notice must be given to flea market manager.

CONTRACT TERMINATION:

ANYONE NOT FOLLOWING ALL ESTABLISHED RULES WILL BE ASKED

TO LEAVE

WILL ADD TO THIS AS NEEDED

10/19/10

“HERNANDO FAIRGROUNDS FLEA MARKET”

Please read then sign and return all pages initialed or signed to fairgrounds office or flea market personnel, you will receive a copy for your records.

I have read and understand all general rules and regulations.

Vendor Signature: _____ Date: _____

Print name: _____

H.F.F.M. Manager Signature: _____ Date: _____

Return signature sheet along with new item sheet to flea market manager.

Items you have added since original list, without knowledge or approval by fairgrounds managers in writing have to be listed on attached sheet for review by fairgrounds manager. Vendor will be notified of any items that may need to be removed before set up.

The fair association appreciates all work and interest that you have given us to make this a successful endeavor for all.

Thank You.

Mona Simpson-Premorel

Flea Market Manager