



Mother of All Garage Sales 2017

VENDOR CONTRACT

Lancaster Event Center, Lincoln NE

Friday, March 31st 2017 5:00pm - 9:00pm

Saturday, April 1st 2017 8:00am - 3:00pm

Contact Information

Name: _____

Address: _____ City/ St/ Zip: _____

Phone Number: _____ E-Mail Address: _____

Booth Information

Booths may be purchased in the 10x10 size. Multiple booths may be purchased to form larger booth sizes.

BOOTH SELECTION

QTY:

Additional Needs:

10x10 Booth **\$80**

110v Outlet \$50

10x10 Corner Booth **\$95**

Extra Table \$25

10x10 Business Booth **\$250**

There are a limited number of Business Booths

TOTAL AMOUNT \$ _____

Each Booth rental includes one table and chairs and two vendor passes. Renter may bring in tables and chairs as long as they do not exceed the dimensions of the booth.

All fees must be paid in full with submission of application. Cash and credit cards only. ***Sorry, no checks will be accepted!!***

Items you will be selling in your booth (PLEASE NOTE IF YOU ARE SELLING A CERTAIN PRODUCT)

Special Requests: (requests are not guaranteed)

Information and Rules

Admittance

For each 10x10 booth rental you will receive 2 wrist-bands. All vendors **must** have the wrist-band on for admittance on Friday and Saturday of the event. Vendors without wrist-bands will be required to pay the \$3 admittance fee, **no exceptions**.

Patrons attending the event will be charged a \$3 cover. All proceeds collected at the door will go to the Broadcast House. Vendor receives all sales of items sold at their booth.

Booth Assignment

Booth assignments will be made by Broadcast House on a first come, first served basis, once payment is made in full. Vendors will receive booth assignments at check-in on Friday, March 31st. Booths will be pre-assigned, arriving early will not let you choose your booth! We will do our best to accommodate requests for booth location.

PLEASE NOTE: To guarantee you get a specific booth you may purchase one of the premier booth spaces. First come first served basis for these booths as well as corner booth spaces.

Booth Rates are as follows:

	<u>10x10</u>	<u>10x10 Corner</u>
Early Bird Special (ends Dec 30 th)	\$65.00	\$90.00
December 31 st – January 31 st	\$75.00	\$95.00
February 1 st – March 30 th	\$80.00	\$95.00
Business Booth	\$250.00	<i>Includes draping, skirted table and premier location</i>

Booths must be paid in full before the deadline date to receive that rate.

Advertising

The Broadcast House will advertise the garage sale on KBBK, KFGE, KLIN, KLNC, RED 94|5 and various print sources including the newspaper.

Rules

- Each Vendor shall comply, at its expense, with all applicable laws, rules, regulations and ordinances of all federal, state, county, municipal and other public authorities having or claiming jurisdiction affecting the Lancaster Event Center and this event.
- Any required sales taxes imposed by any municipal, county, state or federal taxing authority are the responsibility of each vendor. If questions; www.revenue.ne.gov or 800-742-7474.
- Absolutely no firearms, weapons, explosive materials, pornographic materials, tobacco, drugs, drug paraphernalia, or animals will be allowed. Any items deemed illegal to sell or possess in the state of Nebraska, or by any municipal, county, state or federal authority will not be allowed.
- All Vendors must comply with the Consumer Product Safety Improvement Act. In accordance with the act, recalled items are not permitted to be sold, and Vendors cannot sell products that exceed the lead limit. Painted metal and wooden jewelry and toys for children are likely offenders (see www.cpsc.gov/about/cpsia/smbus/retailers.html).
- Vendor accepts all responsibility for the sale of any copy written or licensed materials.
- Sale of food and/or beverage is not permitted.
- By Nebraska State Law it is unlawful to consume alcoholic beverages on Lancaster Event property except when purchased in a licensed location on that property.

- Neither Broadcast House nor Lancaster Event Center is responsible for merchandise being sold. All items must be clean and in reasonable condition. Broadcast House reserves the right to remove any item, exhibits or signs that may be deemed offensive, unsuitable, or inappropriate.
- Booths at the Mother of All Garage Sales are for displaying merchandise for sale. Booths are not to be used to display or hand out printed material, promotional merchandise or to conduct a petition drive for religious, political or propaganda purposes.
- No signs or banners may be posted on any Lancaster Event Property except in designated areas. **NO TAPE OF ANY KIND MAY BE USED ON ANY PAINTED SURFACES.** A fine of \$5 for each piece of tape shall be assessed to any vendor using tape to affix signs or notices to walls or doors. The Broadcast House and the Lancaster Event Center assume no responsibility for any damages inflicted by a vendor to Lancaster Event Center property.
- The Broadcast House and the Lancaster Event Center will not be responsible for any damages to exhibits or merchandise caused by theft, wind, hail, fire, water or any cause whatsoever. Renter agrees to hold harmless the Broadcast House and Lancaster Event Center of any and all liability from illness, death, bodily injury or property damage to any person whosoever, incurred by or resulting in any connection whatsoever with the occupation of the rented premises or activities therewith.
- Vendors may not enter other Vendors' spaces, except as retail consumers. Any Vendor caught rummaging through another Vendor's items without permission or caught stealing will be subject to ejection without reimbursement.
- No exhibits or vehicles shall be located or parked in the grass areas.
- Vendors shall not block or interfere in any way with exit doors or hallways to exit doors and shall comply with all requirements and standards of the Nebraska Fire Marshall's Office.

Set-Up

Load in is Friday, March 31st from 8:00 AM to 4:00 PM. **All load-in will need to be complete by 4:00 PM sharp.** Please plan your time accordingly. We will open the doors to the public at 5pm. Vendors will be required to be in their booth during all hours open to the public.

ALL load in **MUST** be done on Friday, March 31st at the designated time. **Load in will not be allowed except during the designated times of 8am to 4pm on Friday!**

Tear Down

Tear down will be between 3:00 PM and 7:00 PM on April 1st. No breaking down or load out will be permitted before 3:00 PM.

No vehicles will be allowed in the building for set up or tear down! Please plan on bringing your own carts to load items inside the building.

Cancellation Policy

If renter chooses to cancel after payment is made to the Broadcast House, **no** refund will be given. Broadcast House reserves the right to update and amend this contract at their discretion. By signing below, you have agreed to all of the aforementioned terms.

Renter _____ Date _____

Any questions, please contact us at 475-4567

**To return an application;
alapointe@broadcasthouse.com
Fax: 402-479-1411 or**

Mailing Address: 4343 O Street Lincoln NE 68510, Attention Front Desk

CREDIT CARD FORM
(CARD WILL BE CHARGED BY NRG MEDIA)

DATE _____

STATION Mother of All Garage Sales

NAME _____

INVOICE# Mother of All Garage Sales

_____ AMOUNT _____

VISA MASTERCARD DISCOVER

CC ACCOUNT # _____

CC EXPIRATION DATE _____ 3-Digit Security Code _____

CARDHOLDER NAME _____

CARDHOLDER ADDRESS _____

CITY, STATE, ZIP _____

CARDHOLDER PHONE _____

CARDHOLDER SIGNATURE _____

Would you like a receipt? _____

Email or Fax # for receipt _____

Person Completing Form _____

Bus Mgr Approval _____