

## VENDOR RULES AND REGULATIONS

Updated 19 October 2021

- Our operating hours during shows are 8 am - 6 pm. If you arrive outside of these hours, DO NOT attempt to set yourself up in your space, even if you think you know where it is! Contact the staff or just park until opening hours when one of the staff can set you. This also applies to your RV or trailer.
- Please make sure you stay within the boundaries of your space. There are white discs as markers. Please do not extend your wares outside of these markers.
- All vehicles parked in empty spaces must be moved by the start of show Wednesday AM. They need to be moved to the designated parking areas.
- **A deposit or full payment is required to hold your space. It must be received at least 45 days before the show** to ensure you have a space. If you fail to do this, you will be put on a stand-by list, with no guaranteed space.
- When you send in your deposit form, please indicate what day/time you are arriving. If this changes, please be sure and call us. In case you have to cancel, call us ASAP.
- If there are tables sitting on open spaces, DO NOT TAKE THEM! They are there for a reason! If you would like to rent tables, see one of the staff.
- For those of you parking your RV, please make sure you are using a #10 or #12 electric cord, and they are in good condition. Also, make sure your septic tanks are in good working order and not leaking.
- Please do not feed the stray animals!
- There is no vendor set up on front row spaces until Wednesday noon.
- If you cancel more than once a year, you will lose your space and your deposit. If you do not call me about canceling or are a no show, you lose your space and your deposit.
- Due to Westar Energy rate increases, we now have to charge an electric fee on all lean-tos, barn, and other inside spaces at \$10.00 per space, per show in addition to the space rental fees.

Your cooperation is appreciated to help run the shows as smoothly as possible.