



## **VENDOR RULES & REGULATIONS**

5500 Bells Ferry Rd., Acworth, GA 30102 770.517.7771

[www.woodstockmarket.com](http://www.woodstockmarket.com)

*If you have any questions regarding the rules and regulations please contact the Market Management*

### **RESERVATIONS**

1. Registration and payment must be received by the registration deadline to secure a space. Spaces will not be assigned prior to receiving registration and payment.
2. Booth rental cancellations must be made ten days prior to the Market to receive full credit for a future Show. Cancellations received after that time will result in vendor forfeiting all fees paid. No refunds will be given.
3. Spaces not occupied by 9:00am Saturday will be considered vacant and available for rent and all fees will be forfeited.
4. A credit will be given in the event of a rain-out as determined by the Market Manager.
5. Vendors will receive a \$15 "New Vendor Referral Credit" for each New Vendor they refer that registers and participates in a show.

### **SET-UP AND LOAD OUT**

1. Market hours are Saturday 10am – 5pm and Sunday 11am – 4pm.
2. Set-up is Friday 12:00pm - 6:00pm and Saturday 7:00am - 9:45am. All Vendors must unload first, move any vehicle out of the Market area, then begin to set-up their space. Vendors are asked to park their vehicles at least one row away from the Show area leaving the closest parking for customers. No vehicles are allowed in selling area during Market hours.
3. Vendors agree to have their booths ready for viewing by 9am Friday & Saturday and 11am Sunday, and will remain open until 5pm each day. Breakdown of booth is not permitted until 5:00pm on Sunday, except for emergencies and vendors who are 75% sold out. Absolutely no early breakdown is allowed. Early closing on any day will result in vendor forfeiting their space for the remainder of the Market and any fees paid.
4. Vendors may leave their merchandise overnight Friday & Saturday.
5. Vendors must leave their space clean and remove all merchandise and garbage.

### **MERCHANDISE**

1. All items must be approved prior to the Market and represent one of the following categories: vintage & antiques, arts & crafts, food items, plants & farmers market and boutique & home décor (number of vendors limited per show in this category).
2. Vendor agrees to truthfully represent their merchandise to the buyers and conduct business with the highest of ethical standards.
3. Woodstock Market & Show and its owners and managers reserve the right to exclude any seller and any merchandise if, in its opinion, a seller's display or merchandise does not meet the standards for the Market.
4. The following items are not permitted: Yard Sale items, Animals, Guns & Ammunition, Explosives & Fireworks, Drugs, Alcohol, Pornographic Items, Chemicals, Counterfeit Items, Clothing unless vintage, Toys unless vintage, Mattresses, Electronics and Appliances. Woodstock Market & Show reserves the right to refuse additional items at any time at its sole discretion.

### **VENDOR BOOTHS**

1. Reselling (subletting) your assigned booth space is not permitted.
2. Vendors must keep all merchandise within the confinements of their space. Displays must be maintained in a neat & upscale appearance at all times.
3. Tables are reserved on a first come/first serve basis. All fees must be paid in advance. Vendors may bring their own tables, chairs and tents but must contain them within the assigned space and not block customer walkways. Tents must be solid colors. No logos permitted except for vendors company logo.

4. Electricity is available in a limited number of spaces and must be reserved and paid for in advance. Extension cords may only be used in spaces with outlets and must be taped down.
5. No generators, space heaters, etc. are permitted. All other electrical devices must be approved.

**LIABILITY**

1. Vendor waives and releases any and all rights and claims against persons and organizations affiliated with this event including Woodstock Market & Show, while participating in, traveling to or from this event or at any future time.
2. Woodstock Market & Show will provide a security guard during closed hours of the event to patrol the facility. However, no responsibility is assumed by the Woodstock Market & Show, or the promoters, their agents, or affiliates for goods delivered to or situated at the Woodstock Market & Show facility during the event's operating hours or material left on the premises after the event's closing hours.
3. Vendor agrees to indemnify and hold Woodstock Market, Inc. d.b.a. Woodstock Market & Show harmless against all claims for injury and damage to persons and/or property arising from or in any way related to vendor's rental of space from Woodstock Market, Inc.
4. Vendors are advised that Woodstock Market & Show assumes no responsibility whatsoever to insure the safety or protect in any way, the property of the vendor from fire, theft, malicious mischief, accident, rain, wind, or other perils. The vendor is charged with the responsibility of protecting his own property at all times during the event.
5. All dealings conducted by vendor and vendor's personnel must be performed so as not to infringe upon the rights of other sellers or offend visitors to the event. Children may not be left unsupervised. Consumption of alcohol and illegal drugs is not permitted and smoking is not allowed in the immediate show area.
6. All transactions are strictly between vendors and buyers – Woodstock Market & Show assumes no responsibility for condition of merchandise.

**SAFETY & CONDUCT**

1. Vendors agree to abide by the laws of the city of Woodstock, Cherokee County, the State of Georgia and to comply with the policies of the Woodstock Market & Show staff.
2. Vendors are required to immediately report any show problems or breach of security, including thefts, injury, and/or damage to individuals or merchandise to the show staff.
3. Swearing, vulgarity and crass behavior is not tolerated. You may be asked to leave at the discretion of the Market staff.
4. All vendors are requested to join in a spirit of caring and kindness.

**MANAGEMENT**

1. WMS, its owners and managers reserve the right to reasonably refuse service and/or space rental to anyone, or to require any seller to leave the market.
2. Management reserves the right to have any item or items removed from sale at its sole discretion.
3. Management reserves the right to formulate additional rules and regulations if necessary and each seller shall abide by such additional rules and regulations, or if unwilling to do so, sellers will not be admitted to the market.
4. Woodstock Market & Show is Woodstock Market, Inc. d.b.a. as Woodstock Market & Show. Woodstock Market & Show may be designated as WMS.

I have carefully read and understand the Vendor Rules and Regulations of Woodstock Market & Show. I understand that failure to comply may result in forfeiture of my booth and all associated fees.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_