



First Sunday ~ September thru June  
 Where: Polk County Fairgrounds  
 Rickreall, Oregon  
 Hours: 9 am - 3 pm

*Set Up: Sunday 6-9 am*

*Additional Set Up: Sept, Oct, Jan, Feb, April, May, June ~ Saturday 12-3 pm*

Application

Name _____	Description of Merchandise _____
Address _____	_____
City _____	_____
State _____ Zip _____	_____
Phone _____	_____
Email Address _____	_____
Vehicle License # _____	_____
Make/Model _____	_____
# of Tables Needed _____	_____

CONFIRMATION

TABLES \_\_\_\_\_  
 DATE REC'D \_\_\_\_\_

AGREEMENT & SIGNATURE

The undersigned by signing acknowledges that the rules and release on the reverse side have been carefully read and understood and by signing agrees to abide by these terms.

**Polk Productions Inc**  
 PO Box 393  
 Independence, OR 97351  
 TEL: 503-428-8224  
 polkproductions@meritel.net

Signed \_\_\_\_\_

## TERMS AND CONDITIONS/FLEA MARKET RULES

The following terms and conditions define the agreement between you as the VENDOR and Polk Productions Inc as FLEA MARKET MANAGEMENT. Participating in the show is contingent on agreeing to, as well as adhering to, these rules.

- 1. LAWS, RULES AND REGULATIONS:** All pertinent fire codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed. The VENDOR agrees to keep all merchandise, chairs and other equipment within the marked boundaries of the booth.
- 2. CONTENT OF BOOTH:** Flea Market Management reserves the right to approve the contents and character of all exhibits and reserves the right to prohibit or expel any merchandise that is out of keeping with the character of the show. Adult items, or items not intended for family viewing are to be displayed where young children cannot view them.
- 3. RELEASE AND HOLD HARMLESS AGREEMENT:** The request to reserve vendors space constitutes an express contractual agreement between myself and Polk Productions and it is understood and agreed that by signing this agreement I fully and finally release and hold harmless both Polk Productions, its agents, and employees, and the Landlord of the venue, and its agents and employees from any and all liability for all claims of every nature and kind whatsoever, including death, personal injury, loss, theft, or damages to personal property, whether or not caused Polk Productions or Landlord's own negligence or the negligence of their agents and employees.
- 4. PAYMENT/CANCELLATION POLICY:** Payment for table rent will be picked up by a flea market representative during the event. Vendors are required to give 7 day advance notice of cancellation for a flea market. We will make every effort to fill your tables. If a vendor is unable to give 7 day advance notice of absence, they may be responsible for payment of the table rent.
- 5. SHOW HOURS:** Early admission buyers are allowed during set up times. General Admission Show Hours are between 9 am and 3 pm on Sunday. Vendors are not allowed to begin packing or to bring in dollies or hand trucks until 3 pm. Vendors may be allowed to leave early due to special circumstances with Management approval. Failure to stay set up until 3 pm may result in loss of permanent vendor table assignments.
- 6. PARKING:** Vendors may load and unload in handicapped areas and by doors during set up hours and when the flea market is closed. After unloading vendors must park in designated parking spaces. That means between lines of officially laid out parking spaces. Vendors may use Handicapped spaces if they have official handicapped hang tag. Failure to park in a laid out parking space may lead to the towing of the vehicle.
- 7. BOOTH SHARING:** Subletting or donation of space partially or in its entirety is not permissible without the consent of Show Management.
- 8. The County Health Inspector has designated the main building of the Polk County Fairgrounds off limits to pets. Therefore there are NO PETS ALLOWED.**