



RESERVATION APPLICATION

First Name: _____ Last Name: _____

Phone: _____ Email: _____

Address _____

City: _____ State: _____ Zip: _____

Description of items: _____

Date	Booth Requested	Cost	Tables - 24' (optional)	Corner Booth Add \$5	Balance
December 7-8		\$40	\$12		
January 4-5		\$40	\$12		
February 1-2		\$40	\$12		
March 7-8		\$40	\$12		
Total					

By signing on the back, I agree:

- ➔ To comply with all Rules and Regulations
- ➔ Payment is *non-refundable* once received
- ➔ To park in designated areas or as directed by management

Make checks payable to: Cuyahoga County Fair
 Mail Application to:
 Berea Marketplace
 P. O. Box 135
 Berea, OH 44017
 Or email to: BereaFleaMarket@gmail.com
 Office: MWF 10-3 | 440-243-0090
 Cell: 440-305-0061

Rules & Regulations

Vendors for the 2019-20 Indoor Season are required to **read & abide** by the Rules and Regulations governing the Berea Indoor Marketplace, and acknowledge they have done so by having a signed copy on file before payment is accepted.

Failure to abide by the Rules and Regulations governing the Berea Indoor Marketplace will result in cancellation of the booth for the remainder of the Indoor Season.

- Vendors are **required** to be present during hours of operation 8am – 1pm
 - Booth must remain open and manned until 1:00pm Saturday and Sunday. Closing early will result in cancellation for the remainder of the Indoor Season
- Table Coverings are **REQUIRED**. Failure to comply will result in cancellation of the booth for the remainder of the Indoor Season
- No part of booth or display may extend out into the aisle
- Only Blue or Green Painters Tape may be used on walls
- Leave space clean. Unwanted/unsold items **must** be removed and taken with you. Trash cans are for personal items only such as coffee cups, food wrappers, etc.
- Cardboard must be flattened and can be left next to trash cans at end of day
- Sale or swap of explosives, flammables, alcoholic beverages, animals, obscene materials, or illegal items is prohibited. Containers or items that contained gas are not allowed in buildings.
- Sale of coffee and/or prepared food is restricted to approved food vendors by the Berea Indoor Marketplace
- Cords cannot be laid across aisles
- No loud music as determined by Marketplace Staff
- No Parking in Loading Zones, around building, or in fire lanes
 - Vehicles **must** be moved after unloading. Parking in loading zones will result in cancellation of your booth for the remainder of the Indoor Season.
- **SET UP**
 - Set up is **required** Friday evening 4pm-7:30pm (except December). Failure to set up Friday without prior arrangements will result in cancellation of the booth and will be resold for Saturday
 - December drop off times will be Friday 2pm-4pm and Saturday 5am-7am
 - You **must call** if unable to attend. No shows without a call will have their space cancelled
 - Space to be vacated by 3:00 Sunday

Management reserves the right to move booth locations if deemed necessary.

Cancellation: **Payments are nonrefundable.**

Failure to abide by the Rules and Regulations of the Berea Indoor Marketplace and/or failure to comply with directions from the Berea Indoor Marketplace staff will result in cancellation of your booth. You will be charged the full monthly price of your booth and refunded the difference which will be mailed to you at the provided address.

Management's interpretation and execution of the above Rules and Regulations is final.

Reasonable care and protection is given to property and people on our premises. Marketplace staff is not responsible for injuries caused by others or injury to persons entering these premises. Also, no responsibility is assumed for any damage or loss due to fire, theft, breakage, or collision. Articles are conveyed to the market and displayed and sold at owner's risk.

I (the undersigned) acknowledge having received the Rules and Regulations of the Berea Indoor Marketplace and agree to abide by the Rules and Regulations in addition to any additional rules and regulations management may see fit to enforce to operate the Berea Indoor Marketplace. I also hereby release the Berea Marketplace/Cuyahoga County Agricultural Society, its employees and agents, from all responsibility in the event of personal injury, or injury, accident or theft of merchandise.

Print Name: _____

Date: _____

Sign Name: _____

SPACE: _____

NO REFUNDS