



## Stow Youth Commission **Park-it Market**

**Saturday, May 4th, 2019  
9:00am-1:00pm**

### **Vendor Registration, Guidelines and Information**

For more information, email [stowyc@gmail.com](mailto:stowyc@gmail.com)

The Stow Youth Commission will host a community yard sale, "Park-it Market" on Saturday, May 4, 2019 from 9:00am-1:00pm, at the Stow City Center Campus. A maximum of forty spots are available. There will also be silent auctions, 50/50 drawings, food and fun! Proceeds from this event will benefit the Haven of Rest and local families in need. *NOTE: This event will be held, rain or shine. In the event of serious inclement weather, Stow Safety Forces Event Emergency Response and Incident Action Plan reserve the right to cancel the event.*

**Registration:** Stow Youth Commission is now registering vendors who wish to rent a space at the event.

**Registration Deadline:** Thursday, May 2, 2019

**Send to:** Stow Youth Commission Park-it Market, 3760 Darrow Road, Stow OH 44224 or register as a vendor online at **[StowOhio.RecDesk.com](http://StowOhio.RecDesk.com)**

**Vendor Fee:** Minimum \$15.00 donation per space (There will be no refunds for any reason)

**We Provide Onsite:** 10 x 18 foot space (Tables, chairs and any other display equipment is the responsibility of the vendor.)

#### **Merchandise, Selling & Restrictions**

- The committee requires vendors to sell items that are legal, in good taste, and keeping with the spirit of the event and not offensive to community standards.
- No regulated merchandise such as alcohol may be sold or given away.
- If, during the course of the event, items are brought in that are deemed inappropriate, the vendor will be required to leave and no fees will be refunded.
- No vendors are permitted into the event unless they are a registered vendor.
- Registered vendors must not encroach upon, sell in front of, or otherwise solicit customers in the area of another registered vendor's space.
- Vendors must stay within the confines of their designated vendor spot, 10x18 feet.
- One vehicle is permitted per vendor spot. No trailers or oversized trucks will be allowed.

#### **Payment Policy:**

- Registrant's will be processed upon acceptance to the Stow Youth Commission Park-it Market.
- Make checks payable to **City of Stow**. A \$10.00 fee is assessed for returned checks.
- Registration and credit card payment can be completed online at [stowohio.recdesk.com](http://stowohio.recdesk.com).

#### **Insurance/Licenses:**

- Vendor is responsible for any and all personal property.
- By committing to a space herein, vendor agrees to indemnify the City of Stow, its officers, employees and representatives for all causes of action that may arise as a result of the registrant's operation at the Stow Youth Commission Park-it Market.
- Vendor, by committing to a space, herein agrees to completely hold the City of Stow harmless from all losses that it may suffer including injury to applicant and its employees and agents, and to applicant's property. Vendor assumes all risk.

#### **Check- In/Set-up**

- Vendors may check in and begin setting up at 7:30am. Set-up is 7:30am to 8:30am. Vendors must be in their designated space by 8:30am, NO LATER.

#### **Take-Down/Clean-Up**

- Vendors must stay for the full event, 9:00am to 1:00pm, and are not permitted to leave early.
- All vendors **MUST** clean up their area before leaving. Vendor **MUST** take all unsold items with them at the conclusion of the event. NO use of City dumpster for unsold items. If vendor fails to clean area as required, vendor will be responsible for charges incurred by the City of Stow for clean up.



## Vendor Registration

|   |  |  |  |
|---|--|--|--|
| <b>Contact Name</b>                           |  |  |  |
| <b>Mailing Address</b>                        |  |  |  |
| <b>Email</b>                                  |  |  |  |
| <b>Phone</b>                                  |  | <b>Cell Phone</b>                                    |  |
| <b>How many spaces are you purchasing?</b>    |  | <b>Amount included? (\$15.00 donation per space)</b> |  |
| <b>Additional donation amount? (optional)</b> |  | <b>Total amount Included?</b>                        |  |

|            |       |
|------------|-------|
| Signature: | Date: |
|------------|-------|

I am authorized to represent the above designated business/entity and have read the Vendor guidelines and I agree to abide by all regulations stated or amended by the City of Stow. I have enclosed the vendor space fee.