

GALLUP 9TH STREET FLEA MARKET

340 9th Street
Gallup, NM 87301
Tel: (505) 399-2166
EMAIL: gallup9th@gmail.com

Rules and Regulations

FLEA MARKET HOURS:

Vendor set up: 7am to 9am
Saturdays: Open to the public 9am to close

CURRENT RENTAL RATES: (receipt required/no refunds will be issued – Vendor Application to be completed, see attached)

Daily Rates (*prepaid booth space will be forfeited if arriving later than 9am*):

Walkers	\$5
Standard Booth (no canopy): 10 x 20 space	\$10
Premium Booth (2, 10 x 20 spaces w/canopy)	\$25
Electricity	\$5 to \$20
Table rental	\$5
Chair rental	\$2
Popup Sun Shade	\$10
Storage fee	\$5 per structure

Monthly Rental:

Hay Vendor \$1,400

FINES (repeat offenders will lose their right to rent booth space):

Encroaching on additional booth space	\$10 - \$25
Charge for unpaid electricity	\$10 - \$40
Return Collection Trip	\$5
Multiple Vehicles	\$25
Trash/Cleanup	\$50

Rent is subject to change without notice.

PAYMENT: *On line payments will soon be available with the ability to reserve space(s) a week or month in advance.* In the interim, Vendors are encouraged to pre-pay at least one week in advance. This is best done when our staff is collecting the current week's payment. Bring pre-payment receipts with you to ensure the right booth space is reserved. Vendors are to be onsite no later than 9 am – *prepaid booth space will be forfeited if arriving later than 9am.* If payment is made the day of the Flea Market, payment needs to be made during set up. If a

return trip, by our staff, is required to collect payment, Vendors will be charged a \$5 return fee and be required to pay in advance for the next week. If onsite staff does not provide a receipt and management is notified immediately, the following week's booth rental will be free. If vendors move outside their assigned space they will be charged an additional booth space rental.

SET UP/TAKE DOWN:

Vendors may set up on market days between 7am - 9am. *As noted above, if a Vendor does not arrive by 9am, and has prepaid for a space in advance, their space will be forfeited.* Vendors will be assigned a specific selling area and are required to keep their merchandise within that area for the safety of the shoppers. Vendors are responsible for any equipment used to hold down canopies, and equipment must not pose a safety risk for patrons. Please keep the walking path clear of all signage, advertisements and overhead obstructions. All Vendors must vacate the premises within two hours after operational hours.

Vendors must have their own change for customers. Gallup 9th does not have the ability to make change.

ADDITIONAL SERVICES/RENTALS

Electricity: Limited Electricity (**110 AC**) is available at the rate of between \$5 and \$20 per day (pricing and availability may change without notice). It is the responsibility of the Vendor to notify Gallup 9th of the need for electricity prior to the Flea Market day or during set up on that day. Anyone using electricity that has not been paid for will be charged two (2) times the standard rate for electricity.

Rentals:

Those vendors who prefer not to bring tables and chairs may rent them for \$10 per table and \$5 per chair.

PARKING:

Vendors: One car per Vendor is allowed in the Flea Market Area, except for setup between 7am and 9am. *Setup must be completed on or before 9am.* You must move your extra vehicle(s) to the designated Vendor parking area or pay a \$25 fine. Repeat violators will lose their right to rent booth space.

Shoppers: Shoppers will be directed to park in a designated area outside of the Flea Market Area.

TRASH:

Vendors are to keep their space(s) clean and before leaving, spaces must be clean and cleared of all trash, paper, boxes (must be broken down) and spoiled produce as well as cigarette butts with all garbage secured and placed in trash cans. Merchandise left in a space, not paid for, will be considered abandoned and disposed of at management's discretion, but at Vendor's expense. Any Vendor who leaves trash will be charged a cleanup fee up to \$50. Repeat violators will lose their right to rent booth space. Vendors are not allowed to move the trash cans to their booths. We will dispose trash that is generated from the booth on the day of the Flea Market. Vendors are not allowed to bring trash from home.

ADDITIONAL RULES:

1. Walkers: Vendors selling goods who are walking will be charged \$5 and must make payment at the Flea Market office prior to selling.
2. Canopies: Portable canopies must have a minimum of 25 lbs. weight on each vertical pole for wind control.
3. Children must be kept under the control of their parent or guardian at all times.
4. Dogs: No dogs off leash are allowed on Gallup 9th property. We welcome guide/service dogs. Dogs that are being sold or given away are allowed with the payment of a booth rental. These animals must be in a contained area.
5. Noise: Gallup 9th reserves the right to keep sound emitting from any type of stereo, radio and television, and any other sound to an acceptable level. No bullhorns, loudspeakers or other voice amplification is permitted without management approval.
6. Conduct: Vendors must conduct themselves in a courteous and professional manner and treat all customers, fellow vendors and staff with respect. No consumption of alcoholic beverages or drugs are allowed on premises.
7. Liability/Insurance: Gallup 9th shall not be responsible or liable to any vendor for any loss or damage that results to vendor or his/her property from water, fire, explosion, theft or from any source or any cause whatsoever, including acts of God; Nor responsible for any liability arising out of the negligent acts of its vendors or their employees, or for any injuries sustained by its vendors or their employees. All Flea Market vendors are considered independent contractors and are therefore responsible to carry their own personal or business insurance liability, accident, medical, theft, etc., and list Gallup 9th Street Flea Market as an additional insured.
8. Applicable Laws: Vendors shall comply with all applicable city, county, state and federal laws and hold all required permits and/or licenses. All repeat Vendors must display McKinley County Permit, ***and any food vendors must have proper certification and licensing.***
9. Compliance with rules: Gallup 9th reserves the right to terminate at any time without notice the rights of any vendor who does not fully comply with the rules and regulations of the Flea Market.
10. Security: If security is needed at a booth or to mitigate a situation, vendors are to call the Flea Market office at 505-399-2166 and a security guard will be dispatched. If for any reason a vendor needs to leave early, security is available to assist them off the property. Vendors need to have their booth space number available.
11. Sales of the following items are prohibited: handguns; drug paraphernalia; adult (X-rated) merchandise/material of any kind; alcohol; fireworks; explosives; illegal, copied or stolen items. Gallup 9th management reserves the right at any time to prohibit certain additional items from being sold, traded or given away and to deny admission to any vendor.
12. No fliers may be passed out unless approved by management.
13. No open fires or pyrotechnic displays are permitted or operating of gas generators during sale hours.
14. No games of chance, skill, raffles, lotteries or auctions may be conducted by Vendors upon Gallup 9th property, unless properly licensed by the state of New Mexico and approved by Gallup 9th.

15. All vendors must sign a photo release upon acceptance of The Gallup Flea Market terms.

These Rules and Regulations are for the convenience and safety of all parties involved in any way with Gallup 9th and are subject to change without notice. Vendors are strongly advised to review the Rules and Regulations prior to each selling event so as to be aware of any changes. Vendors who violate these rules are subject to the following:

1. A warning;
2. A fine; and
3. Expulsion from the property

If there are any questions, vendors can call the Flea Market Office at 505-399-2166. A full set of rules and regulations are available at the Flea Market Office located in the southeast corner of the Flea Market. Rules will be updated by management as needed. Vendors are encouraged to bring violations to management's attention.

Thank you for your cooperation!

Revised; 4/7/2017

WELCOME TO THE GALLUP 9TH STREET FLEA MARKET

Vendor Contact Information Sheet

COMPANY NAME _____

CONTACT NAME _____

MAILING ADDRESS _____

PHONE (____) _____

FAX (____) _____

CELL (____) _____

EMAIL _____

OTHER CONTACT(s)

NAME _____ PHONE (____) _____

NAME _____ PHONE (____) _____

REPEAT VENDORS: PROVIDE A COPY OF VENDOR LICENSE/PERMIT.

FOOD VENDORS: PROVIDE A COPY OF CERTIFICATION AND LICENSING.

**DO YOU CARRY PERSONAL OR BUSINESS INSURANCE LIABILITY COVERAGE? (____) YES (____) NO
PROVIDE MANAGEMENT WITH A COPY NAMING GALLUP 9TH STREET FLEA MARKET AS AN
ADDITIONAL INSURED.**

PLEASE TELL US ABOUT YOUR BUSINESS.....
