



# FRIENDS

OF THE  
FLORENCE EVENTS CENTER

*Community of Volunteers Supporting the FEC*  
715 Quince St. Florence, Oregon 97439 541-997-1994

## INDOOR YARD SALE APPLICATION AND GUIDELINES February 22, 2020

Name/ Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Each Applicant is limited to two (2) booths.  
Each booth will be set up with two tables with chairs; Electricity available (upon request).

\$45 for Single Booth (8' X 12', 2 tables)

\$90 for Double Booths

\$35 for Single Non-Profit Booth

\$70 for Double Non-Profit Booth

Form of Payment:  Cash \$ \_\_\_\_\_  Check # & Amount \_\_\_\_\_

Credit Card \$ \_\_\_\_\_

Please describe items to be sold:

\_\_\_\_\_  
\_\_\_\_\_

Special requirements? \_\_\_\_\_

***(Applications to be accepted beginning at 9:00 AM Thursday, January 23rd , 2020)***

Please reserve your booth by submitting this form and payment to the FEC office or mail to:  
Friends of the FEC  
715 Quince St  
Florence, OR 97439

I have read and understood the attached Guidelines attached and agree to be bound by them.

Signature: \_\_\_\_\_

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### FEC USE ONLY

Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_ Assigned space# \_\_\_\_\_

## FEC INDOOR YARD SALE GUIDELINES

1. The yard sale will be held **Saturday, February 22<sup>nd</sup>, 2020** from 8:00 AM to 4:00 PM.
2. Load-in/ Set-up for booth participants will be **Friday, February 21<sup>st</sup>, 2020 11:00 AM to 5:00 PM** -No Earlier Please **and Saturday, February 22<sup>nd</sup> 7:00 AM to 8:00 AM**
3. Due to the Fire Code, vendors will be limited to the space in the designated booth only.
4. Anyone who occupies the South wall booths must be willing to give FEC staff access to storage closets.
5. Space area must be left reasonably clean after sale. Please take all unsold items, boxes and containers with you.
6. Space participants have parking provided at upper parking lot. Please leave front parking lot for yard sale customers.
7. Any dirty, oily, etc., items must be placed on protective plastic inside your booth.
8. Any gas motors shall have no more than ¼ gallon of fuel. Engines must be tested outside.
9. Booth vendors will be given 2 entry passes on load-in day. Any additional passes must be arranged through the FEC office.
10. Vendors are required to remain open until **4:00 PM** on the day of the Yard Sale.
11. The FEC reserves the right to move booth locations in the event the number of booths does not fill the space.
12. No refunds will be issued.

*Indoor Yard Sale Admittance Fee is \$1.00 at the door.  
FEC will be responsible for advertising of the sale.*

