



Florence Arts, Culture & Entertainment at the Florence Events Center

INDOOR YARD SALE APPLICATION ~ Saturday, 01 APRIL 2023

Booth Rental Applications will be accepted beginning at 9:00 AM on Wednesday, February 15, 2022

Name (Print): _____ Organization _____

USPS Address: _____ Contact Phone: ____ / ____ - _____

Total payable to FACE: \$ _____ Cash Check # _____ Tax ID # (non-profit) _____

Visa, M/C, Disc, or debit #: _____ Exp. ____ / ____ CVC/CSC _____

FEES: Single booth -- 2 tables, 8'X12' \$50 or \$40 for non-profit organization

Double booth -- 4 tables, 8'X12' \$100 or \$80 for non-profit organization

PAYMENT: Mail or deliver to FACE -- Indoor Yard Sale, 715 Quince Street, Florence OR 97439

DESCRIBE SALE ITEMS & ANY SPECIAL REQUESTS: _____

GUIDELINES:

- 1. Sale hours are Saturday, April 1st, 10:00 AM to 4:00 PM; with pack out completed no later than 5:00 PM.
2. Booth participants' load-in and set up hours are Friday, March 31st, 10:00 AM to 4:00 PM, and Saturday, April 1st from 8 AM to 10 AM. No early entry please.
3. Not allowed: alcohol, tobacco, firearms, political materials, dirty or oily items (unless wrapped in protective plastic and kept within the booth area), and gas motors with more than 1/4 gallon of fuel. FEC staff and FACE volunteers reserve the right to determine the suitability of all sale items.
4. Vendors are limited to the space within their designated booth area due to fire codes.
5. South wall booth participants must be willing to allow FEC staff to access the storage closets.
6. On sale day, vendors are asked to use the south parking lot (across 6th Street).
7. The FEC staff reserves the right to alter the booth floor plan to maximize safety and traffic patterns.
8. Indoor Yard Sale Admittance Fee is \$2.00 at the door. Vendors will be given two entry passes at load-in. Additional passes may be arranged through the FEC office or FACE volunteers at entrance.
9. Vendors are required to remain open until 4:00 PM during the sale.
10. All materials including unsold merchandise, signs, containers, etc. must be packed out by 5:00 PM. FACE/FEC is not responsible for left-behind items. Please leave your booth area reasonably clean.
11. No refunds will be issued. FACE/FEC is responsible for advertising the sale in the Florence area.
12. Your booth(s) are reserved when payment and approved application is received by the FEC staff.

I have read and understood the above Yard Sale Guidelines and agree to be bound by them:

Signature: _____ Date: _____

FEC USE ONLY: Date Rec'd _____ Payment Rec'd. _____ Staff Init. _____ Booth # _____