

# WOKO GIGANTIC indoor FLEA MARKET

with Lee Bodette

## 2024 Flea Markets

8:30 – 2:00

At the Champlain Valley Expo, Essex Junction, VT

**Vendor Space** -All Vendors are required to reserve in advance.

**Flea Market 8-foot tables are \$30** (\$35 if paid 10 days or less prior to event)  
 CVE Provides all tables and chairs for Flea Market

*Absolutely NO firearms or juried craft items. NO pets allowed. No food should be sold for consumption in the building, bulk food products are allowed with pre-approval. Management reserves the right to exclude any items they deem inappropriate.*

Show Hours:  
 8:30 – 2:00  
 Admission is \$3 at the door. Children under 13 free.

**Set-up Hours:** Sunday, 6:30 to 8:00. All vehicles must be unloaded, moved away from the doors and tables set up by 8:00am.

**SIGN UP EARLY! THESE SHOWS OFTEN SELL OUT! We DO NOT send confirmations on registrations.**

Name: \_\_\_\_\_ Business: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone (Home): \_\_\_\_\_ (Cell #) \_\_\_\_\_ Email: \_\_\_\_\_  
 Type of Product: \_\_\_\_\_

**IMPORTANT** - Vermont State Sales Tax # \_\_\_\_\_ or Social Security Number \_\_\_\_\_

*Note: Flea Market tables are \$35 each or \$30 if you send your payment at least 10 days prior to the sale.*

October 13, 2024	_____ tables x \$ _____ = \$ _____
November 17, 2024	_____ tables x \$ _____ = \$ _____
December 15, 2024	_____ tables x \$ _____ = \$ _____

**Total Due** \$ \_\_\_\_\_

*Please make checks payable to Champlain Valley Exposition  
 (Tables not pre-registered must be paid for with cash day of event)*

**Credit /Debit Card: Visa, Mastercard or American Express**

Card Number: \_\_\_\_\_ Expiration Date \_\_\_/\_\_\_ CV # \_\_\_\_\_  
 Name on card \_\_\_\_\_ Signature: \_\_\_\_\_

Sales Tax: Anyone who sells taxable items in VT must obtain a license from the VT Dept of Taxes and collect and remit the tax. This requirement applies for all sales even if the sales are for one day or regularly throughout the year. There is no fee for the license. Promoters of events with 25 or more vendors selling taxable items must provide the VT Dept. of Taxes with a list of participating vendors and their VT sales and use tax license number. The sales tax number can be obtained by calling the VT Dept of Taxes, 802 828-2551. Note: Vermont sales tax law exempts a casual sale. A casual sale is a one-time or occasional sale of property acquired by the owner for personal use and the owner does not regularly sell that type of property. Example: A homeowner selling clothes or toys outgrown by his or her children at a garage sale or a flea market is a casual sale and exempt.



**For more information & registration contact**  
**Shawn Quinn – Sales & Marketing Mgr. Phone: (802) 878-5545 x 27**  
**Email: squinn@cveexpo.org Fax: 802 878-2151**  
**Champlain Valley Exposition, PO Box 209, Essex Jct, VT 05453-0209**

# *WOKO & CVE Flea Market General Information & Rules*

**Flea Market Hours:** 8:30 am – 2:00 pm. Set-up time, Sunday from 6:30 am – 8:00 am. **Remember- please do not start packing or close your area down before 2:00 pm, it makes the event and your neighbors look poor.**

**Pre-Registration:** Ten days prior to the show the 8' tables are \$30 per-table, within 10 days of the show they are \$35. **CVE provides all 8' tables and chairs for the event.** It is important that you get your payment in to CVE early, as there will be no exceptions. Day of show tables are \$35 based on availability. **Table location is not guaranteed. If you need electricity, you must call ahead of time and pay \$20 fee.**

**Check-in & Set-up:** Please check in before setting up. You must be set up and the area around your table cleaned up by 8:00 am. You may store items directly under your table. Nothing can be sticking out from underneath your table(s). If you arrive after 8:20, you will not be allowed to set up and you will forfeit your table fees.

**Credentials:** When you check in on Sunday you will receive a wristband for the show so that you can come and go during the day. You must wear a wristband as your credential. Each registration will be allowed up to 4 wristbands. You are responsible for getting the bands to your helpers. CVE reserves the right to limit the number of people behind tables at any one time, and the number of wristbands you purchase.

**Door usage during show:** No doors other than the front should be used during the event. You must have your vendor bracelet on to return to the show.

**Smoking:** Smoking is not allowed in any CVE building. The designated smoking area for this show is the front of the building. We ask that you respect our customers coming in and do not block entrances.

**Sales During Show:** All sales are final. You are responsible for making sure proper pricing is on your merchandise and cannot cancel a sale if one of your workers makes an error.

**Restricted Items:** Items not accepted: Firearms, No pets allowed. No food should be sold for consumption in the building. Any food products must be pre-packaged and sold in bulk. No selling individual food items. All items must be legal and lawful.

**Parking:** You may bring your car close to the entrance to unload. Please unload your vehicle as quickly as possible and move it so other vendors can load in also. All vehicles must be moved away from the building by 8:00 am on the day of the show. There will be a designated parking area for vendors. Any car blocking a fire lane will be towed.

**Closing & Clean-up:** **You are not allowed to start packing or close your table or booth before 2:00 p.m. Due to liability issues, if you close early you will not be invited back to the flea market.** All trash and unsold items must be packed up and removed by 3:00 p.m. on Sunday. (Packing your inventory is considered closing early.)

**Food Concessions:** There will be food and beverages available at the snack bar between 7:00 am and 2:00 pm. Some dates may not include food concessions due to the building location of the Flea Market.

**Cancellation Policy:** Payment for tables is non-refundable. **For a \$10 fee per table, you can transfer your reservation to another scheduled flea market this season. If you do not inform CVE three days before the flea market you are registered for, you will be considered a no show and your payment will be forfeited.**

**Sales Tax:** Anyone who sells taxable items in VT must obtain a license from the VT Dept of Taxes and collect and remit the tax. This requirement applies for all sales even if the sales are for one day or regularly throughout the year. There is no fee for the license. The sales tax number can be obtained by calling the VT Dept of Taxes, 802 828-2551. In the event of a casual or one time sale, the Champlain Valley Exposition will require a Social Security number from the person purchasing the table(s) as CVE must report all participants to the VT State Tax Department prior to each Flea Market.

**General Liability:** By filling out this registration form, I acknowledge that I am releasing The Champlain Valley Exposition and Hall Communications from all liability relating to any injuries, accidents, claims, costs, or damages of any kind that may occur during the Flea Market.

For further information or questions call Shawn Quinn at 802 878-5545 ext. 27 or email [squinn@cvexpo.org](mailto:squinn@cvexpo.org).