



# Outside Seller Information

**OUTDOOR SETUP:** The earliest you may set up is Friday after 7:00 AM. To save an unreserved space between 7:00 AM on Friday and 8:00 AM on Saturday, at least half of the selling space must have merchandise set up on it. Sellers MAY NOT move another Seller's setup under any circumstances. If you feel a setup needs to be moved, please contact the Lot Supervisor, a Rent Associate, or the Market office. Anyone that moves another Seller's setup may be asked to leave for the day.

To enter the Seller area, you must pay \$25.00 at the gate. You will receive a receipt at that time and you MUST hold on to it. Once you set up at a selling space, a rent associate will come around and give you a receipt for the specific space you set up on. Additional monies may be due for shelter spaces and/or any additional occupied spaces as well as reservation fees, electric, storage and if you are selling out of your parking space. \*\*Lost receipts will NOT be replaced! You must have the receipt to verify payment or you will have to pay again!\*\* If you do not receive an additional receipt with your specific space, please contact the office.

Unreserved outside spaces are available first come, first served. Sellers may set up on any space that is not marked "Reserved" or does not already have merchandise on the space. A Rent Associate will come to the space to give a space-specific receipt and to collect any additional rent for that day. Sellers must keep the receipt as proof of payment. Any Seller that cannot produce a receipt for payment will be assumed to have not paid. Sellers must pay the rent promptly when the Rent Associate comes by to collect – the FIRST time – NO exceptions or excuses! Anyone who does not pay promptly will not be permitted to do business at Treasure Aisles. If a Seller needs to leave the Market and return the same day, you will have to show your receipt to enter the Seller area without having to pay \$25.00 at the gate again.

**Please hang on to your receipt.**

Outdoor set up ends at noon on Saturday and Sunday – NO Sellers will be allowed into the Seller area after noon that does not already have a receipt for that day.

**RESERVATIONS:** In order to make reserving outdoor spaces easy, we offer space reservations for only \$6.00 per space. The reservation fee is in addition to the rental fee. Paying the reservation fee will hold your space all day Friday and until 8:00 AM Saturday and 8:00 AM Sunday. In this way you can ensure that you will have your favorite selling spot with a minimal risk of losing out because of poor weather or other reasons because you will only be paying the \$6.00 reservation fee up front.

If you reserve a space you will have the first rights to reserve it for the following week until 5:00 PM on Sunday. If no one is currently reserving a space, the seller setting up on the space has until Sunday at 5:00 PM to reserve it. Any empty, unreserved spaces can be reserved for future weeks on a first come, first served basis. Check at the office for availability. The cut-off for reservations for the following weekend is Thursday at 1:00 PM.

On Saturday and Sunday, Sellers have until 8:00 AM to set up on their reserved spaces. If a Seller is not set up on their reserved space by 8:00 AM, that space becomes available to any other Seller for the day. Sellers with reservations that show up after 8:00 AM and their space is occupied by another Seller will need to set up in any other available space.

Anyone reserving under the shelters and leaving items on the spaces all week (tables, merchandise, shelving, trailers, storage containers, vehicles, etc.) must pay the rent and reservation fee at least 1 week in advance. Failure to do so will result in a \$10/space/week late fee and your merchandise is subject to being discarded if it appears to have been abandoned. The only exception is Sellers who also maintain an indoor booth and authorize the outdoor rent to be added to their indoor bill and pay in the office. Although the outdoor Market remains open for Sellers who want to set up year-round, in the winter, nothing is allowed to be left underneath the shelters through the week. The cut-off date changes each year depending on the weather; a memo will be delivered to each space with the current year's dates. Sellers who want to set up under the shelters ARE still able to do so as long as they bring their merchandise with them each weekend and take it off of the property at the end of the weekend.

When a Seller pays their reservation fee on the weekend before Labor Day Monday, not only does it reserve the space for them for the next weekend, it also holds that space for them for the first weekend of the following season, which is always the first full weekend in April. Sellers who were not here over the weekend before Labor Day can inquire in the office about availability for the following season.

Absolutely NO items may be left on blacktop areas after Sunday night. Any item(s) left on blacktop areas as of Monday morning are assumed to be abandoned, will be disposed of immediately, and are subject to a fine.

All Sellers please keep your payment receipt for the day! If you cannot produce it when asked you will have to pay again. No exceptions!

**VEHICLE / POD / SHED STORAGE:** There is no charge for Seller's vehicles or trailers left on Market property from Friday night through Sunday. There is a storage fee of \$20.00 per week for pods, storage sheds, vehicles or trailers left on the premises during the week, and are restricted to Sellers with a permanent indoor booth space or outdoor Sellers that regularly reserve in advance. Arrangements must be made in the office and permission granted before any of the above items may be stored on the property. The Seller must provide make, model, and plate number for all vehicles. Unauthorized vehicles or other items will be removed at the owners' expense. Be sure to check with Market management as to where the stored vehicle must be parked.

Anything stored on Market property must be kept neat and orderly at all times. Nothing may be stored or mounted on top of any storage unit, including signs and/or fixtures. Nothing may be stored on the ground outside storage units. Stored vehicles must have current license plates and all tires must be in good repair.

**PARKING:** Each outdoor selling space has one parking space behind it. For safety purposes any vehicles or trailers that are too large for the parking space must be parked in a customer parking area where they will not interfere with the flow of traffic. Any Seller that brings extra vehicles that will not fit into the parking space(s) behind a rented selling space(s) must park them in a customer parking area. These extra or oversized vehicles may not be parked in empty selling spaces – these must be kept clear for Sellers wishing to set up!

All vehicles entering the grounds will be charged either the minimum \$25.00 Seller set-up fee or \$2.00 parking fee. Sellers with multiple spaces are limited to 1 vehicle per space. Helpers arriving later in the day are required to pay the \$2.00 parking fee and must park in the customer parking lot.