

## DETROIT'S HISTORIC FORT WAYNE FLEA MARKET GUIDE LINES, RULES AND REGULATIONS.

### Show Hours:

Saturday 10am-4pm & Sunday 10am-3pm

Your hosting unit are, the Historic Fort Wayne Coalition, hence known as HFWC and the Detroit Recreation Department(DRD).

1. As this is a two day event, all vendors must stay sat up till 3:00pm on Sunday afternoon. Early tear down will only be allowed with special permission from market hosts. Early tear down without exception granted by host could void any future participation in future markets hosted at Historic Fort Wayne.  
Vendor's hours of operation are 10:00 am to 4:00 pm on Saturday and 10:00 am to 3:00 pm Sunday.  
Vendors may gain entrance to exhibit room two hours prior to public hours on Saturday. Sunday doors open to vendors at 9:00am. There will be NO tear down until after public hours at 4:00 pm on Saturday and 3:00pm on Sunday. Early tear down will only be allowed with special permission from the market hosts.
2. All Vendors must complete all required paper work including but not limited to application and event waiver form.
3. No illegal activity will be permitted within the event or on Historic Fort Wayne grounds. Anyone caught engaging in illegal activity, will be removed immediately and forfeit all rights to refund. Depending on illegal activity, could results in criminal prosecution.
4. The HFWC and the DRD reserve the right to refuse any vendor for reasonable cause.
5. Vendors agree to abide by all city, state and local ordinances.
6. Vendors will not be permitted to sell any food items, beverages or alcohol from their space or on site.

7. Sales of firearms, knives or any other weapons are prohibited without consent of event host in advance of the market. Must provide description of firearms, knives or other weapons prior to market and sign a weapons vendor release form.
8. No animals allowed on site, this will be enforced, unless they are service animals. Any non service animals will be not be allowed on site.  
(Added March 2015)
9. Refunds will be granted up to two weeks before the event. Refunds may be granted in the two weeks before the event under special circumstances. (Special health hardships will be considered.)
10. HFWC and DRD reserve the right to cancel market.
11. Set up will be allowed starting on Friday at 10:00am to 8:00pm.
12. No personally owned tables will be allowed. All tables used, must be rented from the hosting groups. (Added February 2013)
13. No unloading will be allowed after 10:00am on Saturday. If arriving on Saturday morning, all sale items must be within the Visitor's center and within your space before 10:00am. After unloading, and before set up, please remove your car to the vendor's parking area.
14. If arriving Saturday afternoon, set up must wait till after market closes on Saturday. There will be no discount for only one day showing.
15. Table fees must be paid in full to the HFWC representative before set up can began. If prepaid, please bring your receipt. Table prices will remain the same for one day or two.
16. HFWC and The City of Detroit assume no responsibility for injury to any person; including patrons, vendors, or their families. They also will not assume responsibility for any lost or stolen items, or damage to sale items or personal belongings. Every action will be taken to safe guard sales items left on site over night. Exhibit building will be lock at 8:00pm on Friday evening and reopen at 8:00am Saturday morning.
17. The host will not allow use of any alternate forms of electricity or lighting, or will act upon any unreasonable request of the vendors.
18. All vendors must remove any unsold items that they provided for market.

19. Any items left after 7:00pm on Sunday, after event has ended will be considered abandoned and will be disposed of without payment being made to the vendor.
18. Isle ways for the market will be maintained at all times and are not for usage by vendors for storage. All handicap accessibility will be granted.
19. Disposal of large trash items, (Boxes) pertaining to your attending of this event, must be into the dumpster. Do not stuff large items into the small trash cans. Rented spaces must be kept clean and neat throughout the show.
20. No more than two vendor representatives in leased space.
21. Spaces rented cannot be sub rented, sold, divided or given to another vendor or person. Space rented is to vendor assigned by hosts only.
22. There will be absolutely no selling of any pornographic material including but not limited to card, calendars, slide shows, pictures, magazines, movies or videos of any kind. Any vendor found with this material on or under their tables will be given 10 minutes to remove said material from market venue or in 15 minutes forfeit all rights to space and be removed from venue. This is a FAMILY market and this rule will be in forced without hesitation.

Any problems, questions or concerns, please see a HFWC. We are located in the main gallery area by the front entrance. We are committed to ensure that you have an enjoyable and profitable showing. Your comments are important to us. To enhance your experiences for future shows here at the Historic Fort Wayne, please fill out a Feedback Form located at the information desk.