

The City of Pembroke Pines  
301 NW 103<sup>rd</sup> Ave. PEMBROKE PINES, FLORIDA 33026  
Phone (954) 450-6888 FAX: (954) 450-6899  
SOUTHWEST FOCAL POINT COMMUNITY CENTER

Registration for the **May 2020**  
**Flea Market & Bazaar**

To benefit Senior Programs and Pembroke Pines Senior Residences IS OPEN!  
Tables are assigned on a **FIRST COME - FIRST SERVED BASIS!**  
(Unless you signed and paid for the 2020 contract for the year!)

**Show hours are:**

**Saturday May 16, 2020: 8:00 am-3:00 pm**  
**Sunday May 17, 2020: 9:00 am-3:00-pm**

**Vendors are REQUIRED to honor their commitment to the City of Pembroke Pines  
FOR THE ENTIRE 2 DAYS for the times show is open to public.**

**There will be NO REFUNDS**

**Set-up hours: Friday, May 15, 2020 from 3:00 pm-7:00 pm**  
**Saturday, May 16, 2020 from 7:00 am-8:00 am**  
**Sunday, May 17, 2020 from 8:00am-9:00am**

**NO SECURITY IS PROVIDED FOR THIS SHOW**

Attached you will find:

**VENDOR APPLICATION FORM & VENDOR RULES & REGULATIONS**

**NEW FOR VENDORS: AFTER UNLOADING YOUR MERCHANDISE, YOU MUST  
PARK IN THE BACK OF THE CENTER BY THE LAKE.**

**REMEMBER: NO PARKING=NO CUSTOMERS= NO BUSINESS!!**

**MAKE SURE YOU READ YOUR APPLICATION CAREFULLY  
BEFORE SIGNING!! CASH IS NO LONGER ACCEPTED!!**

# Flea Market and Bazaar

Vendor Application Form – May 16th & May 17th, 2020

PRINT YOUR NAME: \_\_\_\_\_

Please check ONE BOX ONLY:                      Space #(s) \_\_\_\_\_ (not guaranteed)

\$70.00 per table-Rotunda

\$60.00 per table-Main Hall, North & South Activities & Hallway

I am requesting \_\_\_\_\_ 8 ft. table(s) and \_\_\_\_\_ chairs

\$50.00 OUTSIDE TABLE - **You must bring your own table & chairs.** Your items must be neatly placed if they are on the floor. **10 x 10 TENTS ONLY!** Spaces under our overhang will be assigned first unless otherwise requested.

I am requesting \_\_\_\_\_ space(s) outside.

\*\*\*\*\*

Please attach your payment with this form. **Make check out to "The City of Pembroke Pines"**

**NEW: We can no longer accept cash for payment. Check, money order and credit card are accepted.**

Please PRINT all information AND SIGN THE FORM ON THE BOTTOM:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone number: \_\_\_\_\_ Cell number: \_\_\_\_\_

**E-Mail address:** \_\_\_\_\_

**REQUIRED - Print legibly!!**

Type of Merchandise you plan to sell: \_\_\_\_\_

By signing below you are agreeing to ALL policies, rules & regulations in this application packet. Neither the City of Pembroke Pines, its representatives, officials, agents, nor employees shall be responsible for any injury, loss, or damage, from any cause whatsoever that may be suffered by Exhibitor or to Exhibitor's employees, agents, licensees, guests or property. Exhibitor agrees to hold harmless and indemnify Agency for any damage, loss, or injury, whatsoever, arising out or in any way connected with the acts, omissions, or negligence of Exhibitor or Exhibitor's employees or agents. As required by law, all vendors will collect all applicable sales tax (es) and remit those tax receipts to the Florida Department of Taxation.

**Make sure you read all rules and regulations carefully before signing.**

**VENDOR'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

You will receive a confirmation notice via e-mail when your remittance is received.

Food is available for purchase on site at the Emilio's Café located inside the Center.

For additional information call (954) 450-6888 or email Carol Arango @ carango@ppines.com

# Rules and Regulations

- **TABLES ARE ASSIGNED ON A FIRST COME, FIRST SERVED BASIS!** You must send your application and payment back ASAP to secure your table(s). Payment shall be made by check or money order. All checks and money orders should be made payable to "The Southwest Focal Point Community Center".
- Before unloading merchandise or occupying a space, **ALL Vendors are required to Check In at the Registration Desk** to receive their table assignment for the show. Just because you may have been given the same table at past shows does not guarantee you will receive the same table at every show!! **\*\* If you signed the 2020 contract for all 4 (four) shows, you still are required to check in, but your table will remain the same. \*\***
- **New: Clothes racks will be permitted over the end of your table as long as your table is located against a wall. Tables that are against the wall are limited therefore it will be first come first serve.**
- Please make sure that your table is manned at all times.
- Your merchandise, if placed on the floor cannot block any hallways, and/or walkways. Wheelchairs and walkers must be able to fit with enough space as to not cause any trips or falls.
- Shelves and racks are NOT permitted on tables that are circling the lobby desk in the Rotunda area. Staff must be able to have an unobstructed view of the floor at all times.
- Please do not submit applications on photocopies from past shows - they will not be accepted and may result in not being able receive your requested table.
- **THERE ARE NO REFUNDS.** Vendors are expected to be present both days during show hours. If you are a no show for one or both days you will be suspended for two shows.
- You are not permitted to sell food (hot dog carts, etc) or personal/business services. **SIGNS OR CARDS PROMOTING PERSONAL/BUSINESS SERVICES ARE NOT ALLOWED.**
- EXIT DOORS & FIRE EXTINGUISHERS and other fire equipment must be kept clear of obstructions at all times. Vendors may be asked to remove items or any electrical cords or lighting that is deemed unsafe.
- Abusive behavior toward fellow exhibitors, customers, Pembroke Pines Flea Market & Bazaar staff or facility staff will not be tolerated for any reason. If you choose to act in an unprofessional manner, you will be asked to leave without a refund and your name will be removed from our vendor's list for future shows. **NO EXCEPTIONS!**
- Exhibitors may be moved to another location at any time for the betterment of the show as management deems necessary.
- The management of the City of Pembroke Pines Flea Market & Bazaar reserves the right to accept or reject applications and refuse booth space to any vendor in its sole discretion, for any reason without any liability therefore to the vendor or any third party.