

# Antiques in the Alley

## Vendor Registration Form/Contract

Event Dates: Sat. May 14 & Sat. June 11, 2022  
 Waverly Square Antique Center/New Life Antiques  
 19 Low St, Ballston Spa, NY 12020

Contact Information		
Vendor Name:		
Business Name (if applicable):		
Address:		
City:	State:	Zip:
Phone: (    )	Email:	
Type of antiques you sell:		
<small>Sales Tax: Vendors are responsible for collecting and paying NYS Sales Tax. To register for a NYS Certificate of Authority to collect sales tax, visit <a href="https://www.tax.ny.gov/pubs_and_bulls/tg_bulletins/st/how_to_register_for_nys_sales_tax.htm">https://www.tax.ny.gov/pubs_and_bulls/tg_bulletins/st/how_to_register_for_nys_sales_tax.htm</a>.</small>		

### Space Rental options

Description	Price
Approx. 15' x 15' Space (approx. 225 SF)	\$50
Tent Only (to use in your sales space, 10' x 10') -limited availability	\$25
Table Rental Only (not a sales space, 6' x 2.5')	\$10 ea.

### Reserve space:

Show Date	Description	\$ Total
May 14, 2022	___ Space Rental @ \$50, ___ Tent Rental @ \$25 ___ Table Rental(s) @ \$10	
June 11, 2022	___ Space Rental @ \$50, ___ Tent Rental @ \$25 ___ Table Rental(s) @ \$10	
	Total Enclosed	

### Event Details:

Vendor Setup: Fri. before show (5-7pm) or Show date (7 -8:45am)  
 Show Hours: 9:00am – 3:30pm

## Vendor Agreement Details:

- *Standard Space rental does not include table(s). Six-foot tables are available for rental*
- *Vendors should leave their space as they found it. Remove all trash/merchandise after show.*
- *Confirmation of booth rental will be sent by email or mail after payment is received*
- *Show promoter (JOCO Promotions, LLC) and facility owners reserve the right to postpone or cancel a show due to COVID-19 concerns, unsafe conditions from severe weather or other unforeseen circumstances. In the event of cancellation, booth rental fee will be returned or credited to a future event.*
- *All booth space rental fees must be paid in full prior to setup. \$25 service fee for all returned checks.*
- *No refunds for reservations cancelled within 2 days of show date.*
- *Vendors are responsible for providing their own liability insurance and loss insurance coverage.*
- *Vendors shall defend, indemnify and hold harmless JOCO Promotions LLC, its owner, employees, volunteers, and Kyle Williams for any claim of bodily injury, illness, loss or damage suffered by any vendor, their employees, customers, agents or property.*

*The undersigned, by affixing their signature below, agrees to abide by this contract and liability agreement.*

**Vendor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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Please make a copy for your records, and send completed and signed contract to the address below, along with your payment by check or money order made payable to JOCO Promotions, LLC.

**JOCO Promotions, LLC**  
**204 Oak Lane**  
**Ballston Spa, NY 12020**

**Questions?**  
**Contact Jim O'Connell**  
**(518) 256-4409**  
**maltafle@gmail.com**