

# Dayton Hamvention® 2018

## Flea Market Rules & Information

(Rev.3)

### Basic

### Information

#### Vendor Space Setup

The Hamvention 2018 will be held on May 18-20. Unassisted installation of your displays may be done on Thursday May 18<sup>th</sup>, 7:00 am until 7:00 pm and on May 18, 19 and 20 from 6:00-8:30 am. The Flea Market staff will be on site on Wednesday, preparing the spaces and setting up other areas of the Flea Market area. Any vendors arriving before Thursday may pick up packets and tend to other Flea Market issues, in the Flea Market office only. Anyone setting up in spaces, prior to Thursday, may be asked to leave.

**PLEASE NOTE:** On any day, Thursday through Saturday, after the Flea Market office has closed, any arrivals not having their Flea Market pass in-hand, **WILL NOT** be permitted entry, until obtaining their packet from the Flea Market office, the following morning. Dismantling will take place on Sunday, May 20<sup>th</sup>, from the time the displays close until 6 p.m. Any other times will require the approval of the Flea Market Chairman.

#### Hours of Operation

The Flea Market will be open to the general public, beginning at 9:00 am, all three days and will close at 6:00 pm on Friday, 5:00 on Saturday and 1:00 on Sunday.

#### To All Flea Market Vendors

The approximate size of each Flea Market space is 10 x 17 feet or 170 square feet. Any vehicle(s) that cannot fit within the boundaries of your Flea Market space(s) must be parked outside of the Flea Market area.

Vendors planning on having a canopy, tent, fly or pop-up shelter of any kind, covering more than 400 square feet, must have valid permits, from either the City of Xenia Zoning Department or Xenia Township, as well as an approval from the Greene County Building Department. In addition, a final inspection will need to be conducted by the Xenia Fire Inspector. Upon the issuance of the permit, you must submit a copy of the permit to the Hamvention Flea Market Committee.

There are a maximum of two Flea Market Vendor Admission tickets available per Flea Market space. Vendor Admission tickets allow access to the Flea Market area for set-up, prior to the Flea Market being opened to the general public. If more than two tickets per space are needed, the additional tickets must be General Admission tickets. General Admission tickets allow access to the entire Dayton Hamvention, e.g., Inside Exhibits, Forums, Flea Market, etc. If persons holding General Admission tickets are needed by Flea Market vendors, to assist with the setup and operation of their Flea Market space(s), prior to the Flea Market opening, those persons with General Admission tickets may enter, if escorted by someone holding a Vendor Admission ticket.

Any vendor, who has not previously used the website for making their reservations, may need to e-mail: [Fleamarket@Hamvention.org](mailto:Fleamarket@Hamvention.org), to receive logon information, for reserving spaces via the website.

Vehicle Space Passes are required for any vehicle that needs to enter the Flea Market area. There is no charge for a vehicle space pass and you may receive up to one pass per Flea Market space, as needed. Any vehicle entering the Flea Market gate must have its Vehicle Pass displayed, so it is visible through the front windshield. Space Passes must remain displayed, at all times when the vehicle is on the Greene County Fairgrounds property. Vehicles found, without a valid space pass displayed, will be subject to being towed from the property, at the owner's expense.

Flea Market spaces are identified by a four-digit number. This four-digit number indicates the specific space, within the Hamvention event. These four-digit numbers are never duplicated, anywhere in the Flea Market or Inside Exhibit areas.

### **Space Rentals**

As the Hamvention Flea Market area is intended for selling amateur radio equipment and since the number of available spaces is limited, space rental will be limited anyone who will be **ACTIVELY SELLING** products related to the hobby of amateur radio. No spaces will be rented for the sole purpose of parking a vehicle, without actually selling products. Any vehicles found unattended and not involved in the active sales of products will be subject to being towed from the space, at the owner's expense.

### **Ham Club Spaces**

In the spirit of promoting the hobby of amateur radio, the Dayton Amateur Radio Association and the Hamvention wholeheartedly supports membership in ham radio clubs, as well as participation in club activities. As a show of our support for any amateur radio clubs wishing to attend the Dayton Hamvention, we offer a discount for Ham Club spaces, making it more affordable for a club's members to attend. To qualify for the discount, a club reservation must comply with the following criteria:

- Groups requesting Ham Club status must be actively involved in amateur radio activities.
- Club space requests **CANNOT** be accomplished automatically, in the online reservation system.
- Club space requests must be approved by the Flea Market Chairman or Assistant.
- Club spaces must be positioned next to each other, either side-by-side or back-to-back.
- Ham Club spaces will be priced at the following rates: 2 spaces - \$100, with additional spaces available at the standard rates, ie: \$70 each for an internal or \$100 for an end cap space.
- We cannot guarantee the positioning of multiple clubs collocated, next to each other.
- A group of Ham Club spaces cannot be granted to include end spaces that are along an aisle. Although end spaces may be included in a reservation, their price will not be discounted as part of the group.
- All requests for Ham Club spaces must be submitted to the Hamvention Flea Market Committee, either by mail, fax or e-mail and can only be approved by the Flea Market Chairman or Assistant Chairman.

- Club space requests can be made along with a Flea Market Application and must be accompanied by one of the following, to provide validation of a club's existence:
  1. Copy of the club callsign license.
  2. Copy of the club's ARRL registration.
  3. Certificate of the club's "Not-for-Profit" status.

**NOTE:** A copy of a club newsletter may be provided, in support of the above listed documentation however, a newsletter by itself will not be accepted as the sole form of validation documentation.

- A Ham Club reservation must include a minimum of one (1) Vendor Admission Ticket per space, ie: two (2) club spaces - two (2) Vendor Admission tickets.

**NOTE:** Any Ham Club reservation request not providing one of the three forms of validation and/or not including the minimum number of Vendor Admission tickets **WILL NOT** be approved.

Upon receipt of an application and validation of a request, the reservation will be manually processed. If the Flea Market Committee has previously approved a club to receive the Ham Club discount, unless there have been changes in the approved information (vendor's name, contact information, etc.), it will not be necessary to resubmit the validation information each year.

**PLEASE NOTE:** Club spaces are only available in a group of up to two (2) spaces. Only one group of spaces is available to any one club that meets the aforementioned requirements. Only one group of club spaces is available to be reserved, as a Club, under any one individual's name.

#### **Flea Market Space Pass:**

A Flea Market Space Pass is required for any vehicle needing to enter the Flea Market area. Since each Space Pass has ALL of a vendor's space numbers printed on it, it will identify all of the spaces in a vendor's reservation. In past years, many vendors have used spaces to park multiple vehicles, rather than using the spaces to sell products. Given the lack of Flea Market spaces available, in an effort to reduce the number of vehicles taking up much needed selling space, only a single space pass will be provided to each vendor. If more than one vehicle is required to bring products into the Flea Market area, after one vehicle is unloaded, it can be parked in the Flea Market Courtesy Parking area and the space pass can be used to bring the next vehicle in.

#### **Vehicles in the Flea Market**

Although a Flea Market Space Pass is included with every reservation, Flea Market spaces are intended for the selling of products, not for parking vehicles. Motorized vehicles in the Flea Market selling area must be positioned to either be selling directly out of a vehicle in a single space or the vehicles must be positioned across the backs of spaces, allowing the fronts of the spaces to be used for selling. These types of vehicles include, but are not limited to motor homes, campers, trailers or other similar vehicles. Vendors intending to bring such a vehicle need to consider arriving earlier on Thursday, to position the vehicles and avoid conflicts with neighboring vendors. Reservations found to have vehicles occupying spaces that are intended for selling may be subject to losing those spaces from future reservations.

#### **Flea Market Courtesy Parking Pass:**

A Flea Market Courtesy Parking Pass permits a vendor to park a vehicle in the race track area surrounding the infield Flea Market area or in the front lot area, which is used for early morning staging of vehicles. Due to the limited number of spaces and passes available in the Courtesy Parking area, One (1) pass per Flea Market space will be permitted, up to a **MAXIMUM** of three (3) passes per vendor or club. Courtesy Parking Passes are available on a "First Come, First Served" basis. Any vehicles parked in the Courtesy Parking area **MUST** have a valid Courtesy Parking Pass visibly displayed. As the track area is an active horse training track, vehicles will not be permitted entry until 6:00 am and must be removed no later than 7:00 pm. Under no circumstances will overnight parking be permitted in the Courtesy Parking areas. Although vehicles must have a Flea Market Space Pass to enter the infield area of the Flea Market, a Flea Market Space Pass **IS NOT** a pass to park in the Courtesy Parking area. Any vehicles parked in the Courtesy Parking area **MUST HAVE** a Courtesy Parking Pass. Vehicles without a valid pass are subject to being towed, at the owner's expense.

### **Flea Market Map (Floor Plan)**

The Flea Market map will be viewable in a PDF format, which will provide all of the details of the entire Flea Market area. Additional printed copies of maps will be available, upon request, at the Flea Market office.

### **Permits for a Tent or Canopy**

Any vendor having a tent or shelter must comply with the building codes of either the City of Xenia or Xenia Township, as well as Greene County.

Vendors that must comply with the City of Xenia building codes are any having spaces with the following numbers: 7054-7074, 7154-7177, 7254-7287, 7354-7388, 7454-7490, 7554-7591, 7654-7691, 7754-7790, 7854-7889, 7954-7988, 8054-8084, 8154-8181, 8254-8281 and 8401-8454.

Any vendors having spaces that are not listed above must comply with the Xenia Township Building codes and must acquire their permit through the township offices.

Vendors with tents or canopies that are greater than 400 sq. ft. will also acquire a permit through the Greene County Department of Building Regulations (937-562-7420-0).

### **Ohio Department of Taxation**

The Dayton Amateur Radio Association and/or the Dayton Hamvention are not responsible for any sales taxes collected, during the Hamvention. Any sales tax collected for transactions are the sole responsibility of the individual vendors. Please refer to the Ohio Department of Taxation's website, for any details, questions or forms, related to vendor's sales taxes: <http://www.tax.ohio.gov/forms.aspx> Once at this site, type "Vendor" in the space for "Form Title" and this will take you to the forms that will be applicable.

The volunteers of the Flea Market Committee are looking forward to seeing you at the Hamvention 2017 and will do everything possible, to make your visit an enjoyable one.

### **Flea Market Rules**

1. A Dayton Hamvention 2018 admission ticket marked "Flea Market" is required for each individual to access the Flea Market area, for setup prior to 9 am, Friday, Saturday and Sunday.

2. A standard Flea Market space size is nominally 10 x 17 feet. No vehicle and/or setup may exceed the designated marked area of the spaces purchased. This is enforced by the Xenia Township Fire Inspector.
3. Flea Market spaces are for the purpose of selling or trading amateur radio, electronic or related equipment or supplies. Spaces not being used for this purpose may be reclaimed and reallocated by the Flea Market Chairman.
4. Security personnel will be in the area however, the Hamvention is not responsible for the security of an exhibitor's property.
5. Any and all powered and non-powered means of personal transportation, other than Hamvention authorized/required handicapped vehicles, are strictly prohibited. This includes, but is not limited to, golf carts and Segways. Except for working assistance animals, pets are not permitted in the Flea Market area.
6. Motorized traffic in the Flea Market area, during the show, **IS NOT PERMITTED**. All vehicles must be located within their assigned Flea Market space(s) or out of the Flea Market vendor area, 30 minutes prior to show opening time, by 8:30 am each day. Vehicles that do not comply may be towed at the owner's expense. Vehicles inside the Flea Market selling areas may not leave until the Flea Market closes, each day. If for any reason a vendor must leave the Flea Market area during OPEN hours, they must be escorted by Flea Market or Security personnel. Please contact the Flea Market Office or Hamvention Security, to arrange for an escort, during OPEN hours.
7. No "glass" food or beverage containers are permitted in the Flea Market area.
8. Sales of food and/or beverage, by anyone other than those authorized by the Greene County Fairgrounds, is not permitted, on the premises.
9. Open flames, cooking grills, stoves, portable propane tanks or other potential hazards are not permitted in the Flea Market area. Self-contained vehicles must have all propane tanks disconnected.
10. No excessively loud music, voices, or noise (including portable generators) is permitted, per the City of Xenia and Xenia Township Zoning Regulations. Complaints will be investigated by Hamvention staff. In the event of any dispute(s), the decision of the General Chairman/Assistant Chairman is final.
11. No firearms or weapons are permitted on the Greene County Fairgrounds complex property. There are **NO EXCEPTIONS**.
12. Flea Market spaces are non-transferable. Please contact the Hamvention Flea Market Committee if you need to dispose of your spaces.
13. The use of portable generators in the Flea Market area is strongly discouraged by the Fire Marshall. In addition, complaints of noise and/or fumes from generators will be resolved in favor of the individuals being disturbed by the generator. In many cases, this is a judgment call. In the event of any dispute(s), the decision of the General Chairman/Assistant Chairman is final.
14. Flea Market vendors must clear the premises by 6 pm, Sunday.

15. Excessive trash and refuse left by a Flea Market vendor will result in an additional charge to the vendor, for disposal, by the Greene County Fairgrounds personnel.
16. No selling or displaying of "adult oriented" material is permitted.
17. Due to local zoning restrictions, no camping or overnight sleeping is permitted at Greene County Fairgrounds complex, other than in the campground area itself.
18. Any tables, chairs or shelters, for use in the Flea Market, must be provided by the vendor. No tables or chairs are available for the Flea Market from the Hamvention or Greene County Fairgrounds complex.
19. No Flea Market vendor's vehicles are permitted on Greene County Fairgrounds complex until 8 am, Thursday, except by prior arrangement with the Flea Market Chairman or Co-Chairman.
20. No overnight stay will be permitted, in any areas of the Greene County Fairground, other than those specifically designated as Camping areas. This will be strictly enforced by the Hamvention Security Staff and/or local law enforcement personnel.
21. Late vendor arrivals must go to the Flea Market Office to coordinate an escort to access the Flea Market area, after the Flea Market has opened to the general public. Vehicles granted access **MUST** be escorted by Flea Market personnel. You may then obtain a Courtesy Parking Pass, which will allow you to park your vehicle in those designated areas.
22. The Courtesy Parking area is located in the track area, which surrounds the infield Flea Market area. In addition, Courtesy Parking is available in the Front Lot area, used for early morning staging of vendor's vehicles. Vehicles with a valid Courtesy Parking Pass will be permitted to park in these areas, between the hours of 6:00am and 7:00pm. Vehicles parked in these areas, without a valid pass or during hours other than previously defined, will be subject to being towed at the owner's expense.
23. For the duration of the Hamvention, the air space above the Greene County Fairgrounds Complex is restricted and shall be considered to be a **"No Fly Zone"**, for any type of remote controlled model or commercial aircraft. This includes, but is not limited to, helicopters, fixed wing aircraft, drones, quadcopters or any other type of Unmanned Aerial Vehicle (UAV). With the recent popularity of these devices and the potential of crashes due to the loss of control, the welfare of our visitors and vehicles demands that we prohibit the flying of them anywhere above the entire Greene County Fairgrounds Complex, without the written consent of the Hamvention General Chairman. The Greene County Fairgrounds Complex includes the areas of the Flea Market, ADA parking area, the main parking area to the West of the fairgrounds structures, anywhere inside or above the fairgrounds structures themselves and includes any and all property contained within the perimeter identified as the "Greene County Fairgrounds and Expo Center". Inclusive is any demonstration or short duration flight by potential sellers or buyers. Violators risk potential expulsion from the Hamvention event.
24. Any vehicle that is found in violation of any of the vehicle restrictions may be towed, at the owner's expense. Enforcement will be handled by the Hamvention Security team, via multiple on-site tow vehicles.
25. Any violations to the above rules may result in expulsion, without refund, from the Flea Market and the Hamvention.

## **PROHIBITED SALES**

Sales of the following items is prohibited, **ANYWHERE** on the Greene County Fairgrounds property:

- 1 – Adult Oriented Material
- 2 – Stun guns, firearms, dangerous ordinance or weapons of any type.
- 3 – Food or beverages, other than those authorized or licensed by the Greene County Fairgrounds.

Any other items that may be questionable, may be prohibited, at the discretion of the Hamvention Chairman or Assistant Chairman.

## **Rates**

With the exception of "End-of-Aisle" and "Ham Club" spaces, all regular Flea Market vendor spaces will cost \$70 each. End-of-Aisle spaces will cost \$100 each. A Ham club space consists of up to two (2) regular spaces (excluding end-of-aisle spaces) and will cost \$100. Please refer to the Ham Club Spaces section for more details.

## **Flea Market Map**

A Flea Market map is available in the web-based reservation systems or on the Hamvention website, in a PDF format.

## **Applications**

The Flea Market space application is available in either PDF or MS Word format, in the Flea Market section of the Hamvention website and on the Hamvention group on Yahoo!, in the files section.

## **Ohio Tax Forms & Information**

Ohio tax forms are available on the Hamvention group on Yahoo! in the files section. The URL for the Ohio Department of Taxation is: <http://www.tax.ohio.gov/forms.aspx>